

Cerritos College

COMMUNITY EDUCATION

Spring 2020

Jan • Feb • March • April

Schedule of Classes

Decorate Your Own Bake Shop Desserts!

see page 24



***Professional Development • Career Advancement • Personal Growth
Enrichment & Interests • Online Courses • Child & Teen Classes***

CerritosCommunityEd.com

We have an AMAZING summer program, but why wait until then?

***Keep Your Kids Excited
About Learning All Year Long!***

TechKIDZ WORKSHOP

NEW

In this beginning computer sampler class, your child will get to try computer skills such as coding, video game design, and building techniques using Minecraft in a fun-filled three Saturday morning workshop!

**3 Saturdays,
May 28th – April 11th
9:30am – 11:30am**



GYMNASICS

Ages 1.5-3, 3-5 or 6-10

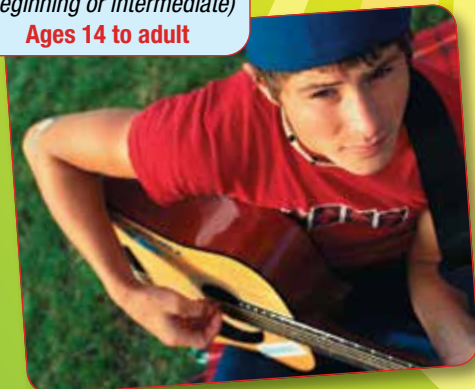


PIANO

**(intro, beginning or intermediate)
Ages 6-13**

GUITAR

**(beginning or intermediate)
Ages 14 to adult**



**SAT PREP
Grades 9-12**

See pages 32-35 for these and other fantastic youth classes

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PROFESSIONAL DEVELOPMENT

BUSINESS & MANAGEMENT

PROJECT MANAGEMENT CERTIFICATE SERIES

Take these six classes (on pages 2 & 3) to receive a 36-hour Project Management certificate

PROJECT MANAGEMENT

In this class, you will learn and apply project management principles to a real class project. This is not a class to prepare you for the Project Management Professional (PMP®) exam but it does help you toward that goal. The class explores all areas of project management:

Introduction and Planning - Learn project management concepts, applications, and the project lifecycle.

Cost Management - Learn cost management and controls for project.

Leadership and Teams - Discover approaches to leading teams and working with people as well as how to empower yourself and other team members.

Quality - Explore quality processes, quality control, quality assurance, and measurement concepts.

Risk Management - Know what is required to plan for the things that could go wrong to save time and money in a proactive simple approach.

Procurement and Contracting - Understanding the contracting and procurement process as well as the unique terminology.

Complete your project on time, within budget, and with satisfied customers. Leave the class with a new and successful outlook towards managing projects successfully.

Sat & Sun, 1/11 & 1/12

9:00am-4:00pm

Health Science, room 103

\$175 (plus \$30 material fee, payable to Instructor).



PROJECT REQUIREMENTS:

DEFINITION AND MANAGEMENT

The primary contributors to challenged and failed projects are poor requirement definitions in conjunction with a lack of adequate change management and control procedures to those requirements. This workshop will provide you with the knowledge, tools and techniques required to minimize or avoid requirement related problems.

Industry standard templates will be provided to complete workshop exercises.

In this workshop, you will learn how to:

- Develop and document complete project requirements
- Use the WBS to link deliverables, scope, requirements, work and risks
- Implement and manage a change and configuration management approach
- Use standard documents and checklists
- Describe benefits of requirements gathering
- Apply techniques to prioritize requirements

Sat, 2/1

9:00am-3:00pm

Health Science, room 104

\$99 (plus \$20 material fee, payable to Instructor).

PROJECT PLANNING & SCHEDULING TECHNIQUES

Planning and scheduling a project is a difficult but required task. Not only must the project manager know everything about the project but must also consolidate ALL the tasks into a cohesive schedule to guide the project and the team. Building a plan and a schedule is a group technique that requires leadership skills and attention to the big picture as well as the details.

This hands-on class has participants developing a plan and setting up a schedule using simplified techniques that do not require a software tool.

Be ready to work when you sign up for this class!

Sat, 2/8

9:00am-3:00pm

Health Science, room 104

\$99 (plus \$20 material fee, payable to Instructor).

"The Instructor was excellent at taking a complex subject and simplifying to an understandable level." Robert R.

PROFESSIONAL DEVELOPMENT

BUSINESS & MANAGEMENT

BUSINESS PROCESS MAPPING

Numerous organizations have not defined their business processes. 85% of an organization's quality and efficiency problems either are built into its systems or are ill-defined. Learn how to identify and eliminate unnecessary costs and activities that do not add value.

Class subject areas include the identification of: core processes, non-value added work, and system flaws resulting in poor quality. Learn how to: define and develop process workflow; start Business Process Management (BPM) initiatives; dramatically improve efficiency and customer satisfaction. The skills learned can be applied in manufacturing, service, health care and public sector organizations.

Sat, 2/22

9:00am-4:00pm

Health Science, room 103

\$99 (plus \$20 material fee, payable to Instructor).

DIFFERENTIATING YOURSELF IN THE WORKPLACE THROUGH LEADERSHIP

Studies continue to indicate that approximately 47% of management is still acting like individual contributors.

The old adage that "Leaders are Born" is just not true. Leaders are developed over time through knowledge of self, diverse subject matters, mentoring and guidance and critical decision making in times of change or uncertainty. True leaders pay it forward, are able to see beyond the forest and inspire individuals to perform beyond expectations. This is not a class of skills assessment; it is a practical approach to developing the leader within you.

In this class, you will learn:

- Leadership practices and styles
- What will make you a leader?
- Identify and act on barriers to success
- Break through the culture of your organization to succeed
- Delegating - how far; how much
- Mentoring - for yourself and new employees

Sat, 2/29

8:00am-12:00pm

Health Science, room 103

\$79 (plus \$20 material fee, payable to Instructor).



ORGANIZE, PRIORITIZE & MANAGE YOUR TIME

An old saying about project work among experienced project managers is "the first 90% of a project is the easiest; the second 90% is the hardest". Getting organized and managing your time are skills that may benefit anyone at work or at home. These skills are normally acquired as we find out what does and does not work at the expense of numerous challenges or failures. Learn time-tested approaches to prioritizing your work and managing your time, free up more time in your day and accomplish more... doing it on your time.

In this class, you will take away methods, approaches and lessons about how to:

- Organize your workspace and environment
- Set up simple storage methods to retain information and work
- Keep track of information and the work you need to do
- Prioritize your work, making it easier to complete
- Manage your time in a simplified approach.

Sat, 3/14

8:00am-12:00pm

Community Education, room 1

\$79 (plus \$20 material fee, payable to Instructor).

**SERIES
DISCOUNT:**

*Sign up for the
PROJECT MANAGEMENT
SERIES*

*to register for all six classes
on these two pages and
save 15%!
(\$535 for series)*

Instructor: Mo Aiken holds a B.S. from Cal Poly and completed graduate work at CSUN & UC Berkeley. He was a Program Planning and Controls Department Manager and PMO at Hughes Aircraft Co. for nine years, three years at TRW and two years at the Naval Surface Warfare Center. After 20 years in high technology R&D, Mo Aiken founded and is the Managing Director of Barra Gwynn Enterprises, a "best practices", problem-solving and leadership consultancy. He has been using the general application of project management principles during his 20+ years as a consultant.

PROFESSIONAL DEVELOPMENT

BUSINESS & MANAGEMENT

SMALL BUSINESS BOOTCAMP



For small business owners who want to increase their success, or anyone considering starting their own small business, this Small Business Management Bootcamp is for you! This class will address the critical areas that need to be solid and in place for any thriving business.

In this class you will learn about:

- Understanding business planning,
- Hiring & training qualified personnel,
- Business taxes & state/local labor laws,
- Accounting/mastering your companies financials,
- Optimizing sales,
- Customer service, and
- Marketing & advertising including social media.

Through lecture, discussion and small group exercises, you will leave this class feeling empowered and confident in taking your business to the next level.

Sat-Sun, 2/15 & 2/16

9:00am-4:30pm

Health Science, room 104

\$175 (plus a \$30 material fee, payable to instructor).



BUSINESS WRITING FOR RESULTS



Effective writing is a key to success in today's business world, and the ability to communicate in writing with confidence and clarity is vital.

The documents you create are an indication of your knowledge and your level of professionalism; they are a reflection of you as well as the company as a whole.

In this course you will learn to:

- Organize your ideas and information effectively;
- Clearly communicate the purpose of your writing;
- Determine and achieve the proper style and tone;
- Develop skills for more effective writing, and
- Write more directly and efficiently.

Sat, 2/28

8:30am-1:00pm

Health Science, room 104

\$59 (plus \$5 material fee, payable to Instructor).

Instructor: *Dan Sakimoto, MBA, is a highly regarded consultant, facilitator, training director, and public speaker with over 30 years of experience in the learning and development profession. He has published several articles and taught business writing to prominent organizations.*

"Straight forward, efficient, relevant, up to date information. Thank you, Mike!" – Sara

HOW TO CREATE YOUR WEBSITE FOR FREE IN ONE HOUR



In today's technology driven world, people start by looking for anything and everything on the web.

Having your own web site that you can create, change, and control by yourself, gives you the ability to tell people about yourself, your product or your business.

You'll learn how to:

- get your domain name,
- choose a web host and sign up for an account,
- design your web pages,
- collect credit card information, and
- be listed with major search engines.

Learn to setup your own web site for FREE complete with photos, text, graphics, PayPal, YouTube video links, a shopping cart, search engine linking and the ability to customize it any way you want.

Wed, 2/12

6:30pm-9:30pm

Fine Arts, room 149

\$39 (plus a 30 material fee, payable in cash to instructor for book "Fishin' With A Net"™).

Instructor: *Mike Rounds of Rounds, Miller and Associates, is a speaker, trainer and author with more than 200 published works. He owns a micro-publishing company and is the creator of the "... for the Clueless®" series.*



PROFESSIONAL DEVELOPMENT

LEADERSHIP SKILLS

HOW TO DEVELOP SKILLS OF A SUCCESSFUL LEADER

CERTIFICATE AWARDED

To be an effective leader today is to empower, show by example, communicate, and coordinate resources to achieve success. How does a leader lead? How does the leader influence the team?

Learn how to:

- Develop the qualities of highly successful leaders
- Shift leadership styles when necessary
- Help others manage change
- Delegate and motivate
- Administer discipline
- Communicate your leadership
- Recognize, reward and celebrate victories.

Leadership is the art of influencing people to follow you willingly and eagerly. The leader wears several hats as developer, coach, visionary, guide, facilitator, expeditor and planner. Leadership skills can be learned.

Sat, 1/18 9:00am-12:00pm
Health Science, room 103
\$49 (plus \$20 material fee, payable to Instructor).

ESSENTIAL SKILLS OF MASTERFUL COMMUNICATION

CERTIFICATE AWARDED

The need to communicate with impact is one of the most difficult challenges we encounter...and the one that will lead to the greatest rewards. Most of what we do, we do in the context of a relationship. Communication is the key to all relationships. To be successful in your endeavors you need to become an effective communicator.

Topics include:

- Projecting a positive, confident image
- How to communicate with difficult people
- How to reduce fear barriers to effective presentation
- Which communication style to use and when
- Keys to better listening skills
- The power of non-verbal signals.

Sat, 1/18 1:00pm-4:00pm
Health Science, room 103
\$49 (plus \$20 material fee, payable to Instructor).

COMMUNICATE WITH DIFFICULT PEOPLE WITH TACT AND SKILL

CERTIFICATE AWARDED

What would life be if the world weren't full of difficult people? In this seminar, we will focus on ways to analyze types of difficult behavior. You will learn constructive ways to communicate with difficult people and the powerful tools of pacing, paraphrasing and inquiry.

Topics include:

- Difficult people in your life, their specific behaviors and your reaction to their behaviors
- Three models of face-to-face communication
- Guidelines to confront anyone about anything
- Task vs. people; passive vs. aggressive; behavioral analysis (Modified Myers-Briggs individual exercise)
- Tips for how to communicate with each personality type: director, entertainer, supporter, analyst
- How to deal with specific situations, such as an angry person or a backstabber.

Sat, 1/25 9:00am-12:00pm
Health Science, room 103
\$49 (plus \$20 material fee, payable to Instructor).

DEAL WITH DISAGREEMENTS, CONFLICT AND CONFRONTATION

CERTIFICATE AWARDED

Conflict is a universal, inescapable situation. In this seminar, we will redefine and analyze the reasons for conflict. Once you can accept the inevitability of conflict, you can reduce your stress and fear. You will learn to view conflict as a situation to analyze and develop skills to more effectively deal with it.

Topics include:

- Four helpful principles of why people act this way
- The special distinction between disagreements and misunderstandings
- Basic steps in problem solving
- Rules for fighting fair during conflict
- How to confront anyone about anything
- How to face an angry person.

Sat, 1/25 1:00pm-4:00pm
Health Science, room 103
\$49 (plus \$20 material fee, payable to Instructor).

SERIES DISCOUNT:

Select the LEADERSHIP SERIES when registering, which includes all four classes and save 20%!

(\$155 for the series)

Instructor: Angela Scott-Betton: is a credentialed teacher. She has experience teaching career skills to adults and teens entering and re-entering the job force. She has presented workshops focusing on computer skills, effective communication, and problem solving.

BECOME A NOTARY PUBLIC NOTARY SEMINAR + STATE EXAM

CERTIFICATE AWARDED

Four great reasons to attend the Notary Public training seminar:

1. Become more valuable as an employee
2. Provide customer service for your organization
3. Start your own business
4. Consider becoming for income upon retirement

This seminar is designed to satisfy California's new requirements including the major changes in Notary affecting ALL California Notaries, such as: what must be done to avoid fines of \$500 to \$10,000, updated laws for identifying signers and thumbprint requirements and new laws regarding renewing commissions and journal entries.

PRIOR TO CLASS, print out the Secretary of State application, found at www.sos.ca.gov/notary. You are encouraged to review (download or print) the Notary Handbook at www.sos.ca.gov/business/notary/notary_hdbk.htm. Alternatively, you can request a free copy of the Handbook - contact C.P.S. at (916) 263-3520 (note: to ensure you have it before your class, you will need to request the copy at least 2 weeks prior to your scheduled class).

Important: Please arrive by 7:30am to find parking and check in, students must be on time. Late arrivals will be asked to leave and no transfer/refund will be issued. The instructional course ends at 4:30pm and the State-administered test is then conducted until approximately 6:15pm. Please remember that a passport photo (2"x2" headshot) with your application is required in order for your application to be processed in a timely manner.

YOU MUST BRING the following to the test:

- Proper photo ID (driver's license, state ID card or passport)
- Secretary of State application - please fill out in advance
- two #2 pencils
- Passport photo (2" x 2" headshot)
- \$40 testing fee
- \$30 material fee (see below for details)

CHOOSE ONE DATE FOR SEMINAR & TEST:

Sat, 1/25 8:00am-6:15pm
Business Education, room 110

Sat, 3/7 8:00am-6:15pm
Business Education, room 110

Sat, 4/25 8:00am-6:15pm
Business Education, room 110

\$95 seminar fee paid upon registration +
\$30 material fee for handbook & certificate, payable by
cash/check to Instructor the day of class +
\$40 testing fee, payable by check or money order to
the secretary of state, NO CASH OR CREDIT CARDS

NOTARY RENEWAL NOTARY SEMINAR + STATE EXAM

CERTIFICATE AWARDED

If you are a Notary Public and your commission is up for renewal, you need to take this class so that you can continue to notarize without penalty or interruption in your commission. We will go over renewal information, and supply you with a separate list of all the changes and updates to the Notary laws in the last four years. The State proctored test will be given at the end of class.

YOU MUST BRING the following to the test:

- Photo ID (driver's license, state ID or passport)
- Secretary of State application (filled out in advance)
- two #2 pencils
- Passport photo (2" x 2" headshot)
- \$40 testing fee
- \$30 material fee (see below for details)

Please arrive by 12:50 to allow for check-in. Class begins promptly at 1pm. Late arrivals will be asked to leave and no transfer/refund will be issued.

Prerequisite: You must be a current commissioned Notary Public. If your commission has expired, you must retake the six-hour Notary Public class.

CHOOSE ONE DATE FOR RENEWAL SEMINAR & TEST:

Sat, 1/25 1:00pm-6:15pm
Business Education, room 110

Sat, 3/7 1:00pm-6:15pm
Business Education, room 110

Sat, 4/25 1:00pm-6:15pm
Business Education, room 110

\$49 seminar fee paid upon registration into class; +
\$30 material fee for handbook & certificate, payable by
cash/check to Instructor the day of class +
\$40 testing fee, payable by check, or money order, no
cash or credit cards, on the day of class to the
Secretary of State.



Instructor: Kathy Houck has owned and operated her own notary business for over 30 years and has been teaching Notary Law and Regulations for over 20 years. She is also an expert witness for TASA (Technical Advisory Services for Attorneys).

I HAVE MY NOTARY COMMISSION, NOW WHAT?!

Now that you've got your notary commission, what comes next? Do you remember all that you learned in the class? Got concerns? Questions? Anxious about actually notarizing? This is the class for you! Find the answers to your questions and those you didn't know you had in a relaxed, comfortable setting.

- Career opportunities
- Types of businesses that need notary services
- Journal entries-doing it correctly and simply
- Real-life scenarios and how to handle them
- Hands-on instruction and role-playing
- Make sure you are notarizing legally and how to spot when someone is trying to get you to do something illegal
- Quoting prices legally, and
- Creating a buddy system for your Notary business.

2-Wed, 2/12 & 2/19 6:30pm-9:30pm
Health Science, room 102
\$79 (plus \$25 material fee, payable to instructor).

Instructor: *Kathy Houck has owned and operated her own notary business for over 30 years and has been teaching Notary Law and Regulations for over 20 years. She is an expert witness for TASA (Technical Advisory Services for Attorneys).*

PROFESSIONAL SUPERVISED CHILD VISITATION PROVIDER

24 HOURS - CERTIFICATE AWARDED

Are you looking to start your own business and be a service to at-risk children? A Family Law Judge will order a Professional Supervised Visitation Provider to accompany a minor child and their non-custodial parent, for various reasons. Your service will allow the custodial parent the reassurance that the child is safe, both physically and emotionally.

The role of the Professional Supervised Visitation Provider is to be a neutral party who observes behavior during a supervised visit. In this comprehensive class, you have in class instruction and online homework assignments to satisfy the required 24 hours of training.

Must be 21 years of age, able to obtain a background check clearance and fingerprinting.

For additional information you can go to:
www.4childvisitation.com.

2-Sat, 4/4 & 4/11 9:00am-4:00pm
Health Science, room 103
\$299 (plus \$75 material fee, payable to instructor in cash, money order or cash app for manual).

Instructor: *Shirley Douglass has been a Certified Supervised Visitation Monitor for 20 years, and has been training Professional Monitors for over 10 years. She worked nearly 30 years for the Los Angeles County Superior Court, and 10 of those years were in a Family Law Courtroom and Paralegal.*



BECOME A LOAN SIGNING AGENT

CERTIFICATE AWARDED

Now that you are a Notary, how do you build and maintain your signing business? This workshop features how to properly notarize loan packages, step by step. Learn how to negotiate your fee, get called back, and brand yourself as a professional in the market.

Topics include:

- How to develop/build your own business in five easy steps
- Contacting lucrative and profitable businesses and who your primary contact should be
- Get signed up with successful signing services/agencies that offer assignments

Prerequisite: *Must have a current Notary Public commission.*

Sat, 3/14 10:00am-4:00pm
Health Science, room 104
\$99 seminar fee paid upon registration +
\$40 for seminar guide and reference book, payable to Instructor the day of class +
\$20 for Loan Signing Agent certificate, payable to Instructor on the day of class.

Instructor: *Notary Public Seminars, Inc. has been a leading public course provider for over 15 years. Notary Public Seminars is one of the most widely known companies offering a range of career advancement and self-help courses.*

"Ms. Douglas has great suggestions on how to be the best at becoming a professional monitor." Deborah

CAREER ADVANCEMENT

CAREER TRAINING OPPORTUNITIES



AUTO WHOLESALE BUSINESS FROM HOME

DMV CERTIFICATE AWARDED

Come learn how to make extra money buying and selling wholesale cars as a home-based business; learn six easy techniques to earn \$3,000 just selling 2-3 cars a month. Learn how to get your auto dealer license and how to operate a profitable used car business. You will get a FREE list of all the 300 dealer-only auctions in the USA where vehicles sell at below wholesale prices.

This class is DMV approved and you will receive a DMV certificate of completion at the end of class. With the certificate, you can take the 40-question exam with the DMV, and upon passing it, you have one year to apply for a dealer license if you choose to do so.

Mon & Tues, 1/27 & 1/28

6:00pm-9:00pm

Social Science, room 306

\$89 (plus \$25 material fee, payable to Instructor).

Instructor: *Wayne Williams* has maintained an auto dealer's license for 9 years; insurance agent broker for six years; is a current law school student and a DMV Occupational Licensing approved instructor for five years.



PROPERTY MANAGEMENT ANYONE CAN DO

Were you unsuccessful in selling your house and now you've got to rent it out? Are you an "accidental landlord" and tired of property managers ripping you off? Or deciding if you want to rent it out and manage it yourself?

Being a landlord can help you pay off your loans for you, protect your property and provide you with a constant and never-ending stream of checks that show up in your mailbox every month. This seminar will show first time and experienced investors how to safely and easily rent out houses with minimal time and effort.

Sat, 3/7

9:00am-1:00pm

Health Science, room 104

\$49 (plus \$20 material fee, payable to instructor).

Instructor: *Steve Dexter* is the author of "Real Estate Debt Can Make You Rich" and has appeared on CBS Radio, Fox News and CNBC. He owns and manages 28 investment properties locally and nationwide.

HOW TO START A PROFITABLE HOME-BASED BUSINESS!



- Do you know the basics of starting a home-based business?
- Are you concerned about the laws governing home businesses?
- Are doing all you can to successfully operate your small business?

If you're thinking about starting a home-based business, online business, selling on E-Bay, having a small consumer business or becoming a consultant, this class is for you. You'll be shown the different entities of a business structure; federal, state, local taxes; licensing requirements; bookkeeping and tax records; and different ideas for starting a business.

Wed, 2/12

6:30pm-9:30pm

Health Science, room 103

\$39 (plus \$30 material fee, payable to instructor for

"Mechanics of Starting a Home Based Business")

Instructor: *Nancy Miller*, has had several home-based businesses, including professional organization services, a mail order company and a micro-publishing company. Nancy gives more than 150 presentations each year and has helped people launch successful businesses operated from their home.

"Very interactive - enjoyed it so much. Amazing class!" – Christine

CREATE BALLOON DÉCOR & MORE!

Have you ever been to an event with beautiful balloon decor, (e.g. Birthday Party, Retirements, Baby Showers, Holiday Events, etc.) and wanted to learn how it was done? In this class you will learn how to create stunning centerpieces, eye-catching columns and learn the secrets of Organic balloon designs. If you would like to start a small business, balloon design is a perfect way to make extra money. This course will offer hands-on instruction and formulas to start a small balloon business. Bring your creativity and a pair of scissors.

2-Sat, 1/11 & 1/25 10:00am-1:00pm
Community Education, room 5
\$55 (plus \$15 material fee, payable to instructor).

Instructor: *Yvette Mack Yvette, CBA (Certified Balloon Artist), has been providing balloon Decor for over 20 Years. She specializes in Classic Balloon Decor and Organic balloon designs.*



HOW TO BECOME A MYSTERY SHOPPER

Mystery shopping is a wonderful way to earn extra income and have fun while shopping, dining and evaluating customer service at local businesses!

You will learn the ins and outs of mystery shopping including signing up with shopping companies, getting your first assignment, pitfalls to avoid and writing great reports.

Sat, 2/1 12:00pm-2:30pm
Health Science, room 103
\$39 (plus \$20 material fee, payable to instructor).

Instructor: *Jennifer Hayes became a Mystery Shopper in 2005 to supplement her income. Since her start in the business, she has evaluated some of the top businesses and restaurants in the country.*

HOW TO SELL ON

Everyone has lots of stuff in closets, drawers, and garages. Some are even paying for storage areas to hold onto this stuff. Why not make some money and clear out your stuff at the same time? This class will show you how to sell on eBay.

Lessons include: opening a seller account, the anatomy of the listing, write descriptions to get into your buyers view, research tools for competitive pricing, best practices to keep your seller rating high, use of seller tools, complete transactions, best shipping practices to save you and your customer time and money, PayPal account set up, use and recordkeeping.

Sat, 3/7 10:00am-2:30pm
Health Science, room 103
\$69 (plus \$25 material fee, payable to instructor).

Instructor: *Frances Greenspan*

ADVANCED SELLING ON

This class is designed for students who have taken the class "How to Sell on eBay" or are current eBay sellers interested in moving to become advanced in creating their part-time independent business.

Learn the acronyms commonly used to save space and land in buyers' searches.

Learn the tools of the trade – in this case – the eBay trade!

- maximizing profit areas
- cost savings strategies
- setting up a business
- shipping tips
- selling for others
- ...and more!

Sat, 3/14 10:00am-2:30pm
Health Science, room 103
\$69 (plus \$25 material fee payable to instructor).

Instructor: *Frances Greenspan uses her corporate skills as an ISO Consultant to approach selling items on eBay from an organized business standpoint. She is currently teaching this class at various colleges.*



CAREER ADVANCEMENT

FILM, TV & THEATER

INTRODUCTION TO SCREENWRITING FOR TELEVISION AND MOVIES

NEW

In this comprehensive class, you will learn about special screenwriting terms and formats for television and the big screen. You will also learn how to plot a story, develop characters, and execute your work in the proper screenwriting format. You will discover the difference between a Treatment, a Spec Script and a Shooting Script and when to do each. You'll also get an inside look into the business of selling your script to agents and producers.

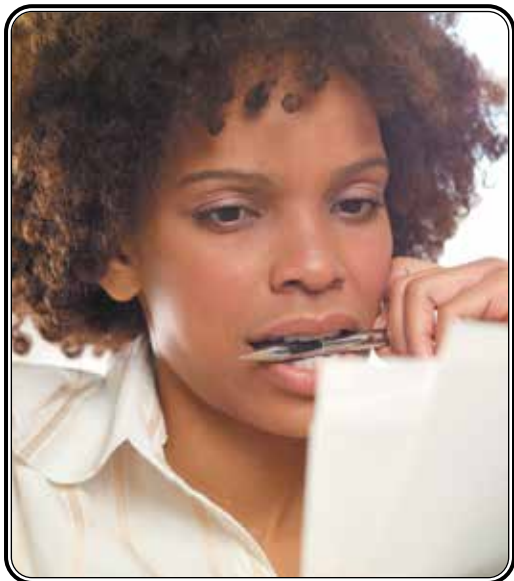
Wed, 3/11

6:00pm-7:30pm

Health Science, room 103

\$39 (plus a \$10 material fee, payable to instructor).

Instructor: *LeeAnne Krusemark*



MEET THE AGENT/ PUBLISHER

NEW

Have you ever wanted to talk to a real agent or publisher? Are you tired of having your manuscripts critiqued by non-professionals or paying an editor too much money to change your writing to their voice? Bring your in-progress manuscript for an in-class critique of one page of your poetry, article, short story, screenplay, novel, non-fiction book, or children's book. You can then leave a COPY of your manuscript for a professional critique of your entire manuscript (for an optional materials fee of \$50 for up to 25 double-spaced pages + \$1/page thereafter) and a list of publishers/agents who are interested in your type of work.

Wed, 3/11

7:30pm-9:00pm

Health Science, room 103

\$39 (plus a \$10 material fee, payable to instructor).

Instructor: *LeeAnne Krusemark* is a journalist, author, screenwriter, agent, publisher and adjunct online Professor of Publishing at Harvard University.

INTRO TO IMPROV

Improv - the act of collaboratively creating stories on the spot - is an excellent way for those interested in acting in theater, film and TV OR to become comfortable in new situations that call for you to be "ON"! No matter your experience or goals, this is a great place to start.

You will learn the fundamentals of improvisation (long-form) with a focus on scenework and exercises that help you understand storytelling. This class will help you develop your skills of improv and spark your creativity, and is a fun way to meet and collaborate with new people. The last class will end with a performance open to the public.

6-Wed, 4/8-5/13

7:00pm-9:00pm

Community Education, room 5

\$89

Instructor: *Forrest Hartl* studied theatre at UC Berkeley and USC. He teaches at Cerritos College as well as several colleges across Southern California.



HOLLYWOOD TWO-DAY FILM SCHOOL: PRODUCE, WRITE & DIRECT

CERTIFICATE AWARDED

Hollywood needs great ideas and talent. This course quickly teaches you how to produce, write, direct and even star in an independent feature film in one intensive weekend. The course is broken into two parts to maximize the information.

Day-1 Write, Direct, Shoot & Edit: Step-by-step we will show you how to make your first feature film on budgets that range from just over \$5,000 ("Blair Witch", "Saw", "Paranormal", etc.). Topics covered include screenwriting, directing basics, casting, pre-production, camera formats, lighting, scoring, editing plus much more!

Day-2 Produce, Budget, Distribute & Finance: We will show you how to distribute the film you made on day 1 of this course, globally, and how to maximize profits from theatrical, on-demand, streaming, foreign, and other revenues. Topics covered include: film festivals, crowd funding, distributing A-Z, government funding, studio deals, pre-selling, and much more.

Graduates of the course include Oscar® winners/nominees Quentin Tarantino, Will Smith, Guy Ritchie, Chris Nolan and Queen Latifah.

Sat & Sun, 4/4 & 4/5

9:00am-6:00pm

Raleigh Studios (Hollywood)

\$235 (plus optional Diploma & Certificate, \$12 S&H fee).

Instructor: Dov-S Simens Voted America's #1 Film Instructor by the "National Assn of Film School." Mr Simens, a former Line Producer & Development Executive is credited with launching 1,000's of film careers as well as 100's of Film Festival winners.



AN INTRODUCTION TO VOICEOVERS

"Wow, you have a great voice!" How many times have you heard that? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, "I can do that!"

Explore the voiceover industry with your instructor, a professional, working voice actor from Voices for All. Discover the current trends in the industry and how they make it easy and affordable for just about anyone to get involved.

In this two hour introductory class, you'll learn about the different types of voiceovers and the tools you'll need to find success. Your instructor will take notes as you read a real script, and offer some coaching to improve your delivery. You'll receive a professional voiceover evaluation later. 18 and over. You owe it to yourself to finally explore the possibilities of this fun and rewarding field.

Wed, 4/1

6:00pm-8:00pm

Health Science, room 103

\$39

Instructor: Voices For All

VOICEOVERS INTRO - ONLINE

ONE-ON-ONE ONLINE CLASS

This 90 minute introductory one-on-one online workshop covers the different types of voiceovers and what tools are needed to find success. You will be coached as you read a script, and be recorded so you can receive a professional voice evaluation later. You will have the knowledge necessary to help you decide if this is something you'd like to pursue.

Requirements: Students must have Internet access and video chatting capabilities using a method such as: Zoom, Skype (Win/Mac/Mobile) or iChat/Facetime (Mac/ios).

1.5 hour individual online class, scheduled after registering.

\$49

Instructor: Voices For All professional voice actors are known for their fun and informative presenting methods. They have many years of experience in the voiceover industry, and are masters at how to make it in voice acting.

CAREER ADVANCEMENT

HEALTH & BEAUTY INDUSTRIES

HENNA TATTOO



6 HOURS – CERTIFICATE AWARDED

This two-day class is perfect for anyone interested in learning the artistry of Henna Tattoo Art. Learn the beautiful art of henna and become competent enough to prepare and apply henna safely to yourself and to others. Students will be taught product mixing, skin application, various designs and the history of henna art.

Whether you are interested in Henna Tattoo Art as a hobby or want to gain experience and skills for professional growth, this class will teach you how to create beautiful Henna body art.

2-Sun, 4/19 & 4/26

4:30pm-7:30pm

Community Education, room 7

\$65 (plus \$20 material fee, payable to instructor).

Instructor: *Rose Camarillo has always loved art and she has been teaching body and face art for the past 5 years. In 2017 she was trained to express her art through henna, she is now running a successful art business.*



THREADING A-Z

4 HOURS – CERTIFICATE AWARDED

No other eyebrow shaping method can achieve the precision of threading, the most sought after eyebrow shaping method. The demand for this service is huge, but until recently, this trade has been a well-kept secret, only available within Middle Eastern and Indian communities; that has all changed now!

Threading A-Z is designed for the novice student as well as the seasoned professional. You will learn how to remove even the coarsest hair, as well as the fundamental technique for sculpting precisely defined eyebrows.

2-Sun, 3/8 & 3/15

11:00am-1:00pm

Health Science, room 202

\$89 (plus \$10 material fee, payable to instructor).

Instructor: *Sue Mikhael is a licensed cosmetologist with over 20 years of experience in utilizing cutting edge techniques in cosmetology. She was the owner/operator of Hair Studio, a full-service salon, and now uses her expertise to teach cosmetology students.*

PROFESSIONAL MAKEUP ARTIST

24 HOURS – CERTIFICATE AWARDED

A wide variety of opportunities are available for the trained makeup specialist. This intensive course covers all aspects of beauty and glamour makeup for film, TV, theater and photography. You will receive technical instruction as well as learning with hands-on practical applications.

Purchase a Basic Ben Nye Theatrical Makeup Kit that matches your skin tone before class (approx. \$70). Additional material list will be distributed in class. Makeup kit may be purchased online at norcostco.com.

6-Sun, 2/2-3/22

10:30am- 2:30pm

(no class 2/16 & 3/15)

Health Science, room 202

\$215 (plus \$20 material fee, payable to instructor).

Instructor: *Christine Stahl-Steinkamp has over 16 years' experience as a professional makeup artist. She is a consultant in theater, TV, film and still photography.*





HUNDREDS OF ONLINE COURSES TO CHOOSE FROM! *HERE'S JUST A FEW...*

Accounting Fundamentals

Demand for accounting professionals currently exceeds supply. Gain accounting basics for career advancement, or learn how to more effectively manage your financial records.

Microsoft Excel 2016

Discover how to create worksheets, workbooks, charts and graphs quickly and efficiently. (*Microsoft Intermediate and Advanced also available*).

Speed Spanish

Learn shortcuts to help you engage in conversational Spanish in no-time!



GRE Prep Series

Discover powerful strategies in the verbal, analytical and math sections of the GRE, as well as techniques for tackling the GRE's unique new question formats.

Project Management Professional Prep Series

This series will demystify the PMBOK® Guide, and bring clarity to such topics as: scope management, value management, risk management, sensitivity analysis, and make-or-buy analysis. You'll also discover powerful techniques you can use to continue preparing for the PMP® exam.

GMAT Prep

Learn about proven test-taking techniques and methods for improving your score on the GMAT.

**Learn from the
comfort of home!**

- EXPERT INSTRUCTORS
- 24-HOUR ACCESS
- 6 WEEKS OF INSTRUCTION
- COURSES BEGIN MONTHLY
- ONLINE DISCUSSIONS
- CERTIFICATE AWARDED UPON COMPLETION

Our instructor-facilitated online courses are informative, convenient, and highly interactive.

Courses are project oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, & more.

Complete any course entirely from your home or office, any time of the day or night.

Note: Online Ed2Go courses are not for college credit

**SIX-WEEK COURSES
AVERAGE COST:**

\$115

ENROLL NOW!

ed2go.com/cerritos
for the complete list of
all courses & descriptions

INTENSIVE ENGLISH PROGRAM (I.E.P.)

Language program at Cerritos College

WHY STUDY ENGLISH AT CERRITOS COLLEGE?

- **No TOEFL needed!**
- **Low teacher/student ratio - lots of individual attention**
- **easy transfer to credit side when ready...we will help!**
- **rapidly increase proficiency**
- **fun cultural events & group day trip**

Cerritos College is an accredited two-year community college that offers the **Intensive English Program (IEP)** where you can develop the language skills you need and be prepared to study and earn college credit at our college or any other college/university in the U.S. Our class sizes are small, so that you get individualized help from your teachers. Our top-notch faculty and staff are dedicated to making your learning and cultural experience rewarding.

The **Intensive English Program (IEP)** is a four-month, not-for-credit program that provides you with over 360 hours of Intensive English language training. Classes are held Mondays through Thursdays, 9am-3pm. You will get instruction customized to your level, helping you to improve your writing, reading, grammar and speaking abilities. You will also be provided other opportunities outside of the classroom to practice what you are learning, such as weekly conversation time with an American student, on-campus cultural events, and a group field trip.

Our Intensive English Program is ALL-INCLUSIVE.

With your paid tuition, you get:

- 360+ hours of English instruction;
- Small class size;
- All program books & class materials;
- ESL individualized tutoring;
- Access to specialized language workshops;
- Day trip/field trip to experience American culture; and
- Certificate upon completion of the program.



PERSONAL GROWTH

COMMUNICATION SKILLS



UPCOMING SPRING SESSION:

16-weeks, Jan. 16th - May 7th
(no class 1/20, 2/17)

\$3,500

UPCOMING FALL SESSION:

16-weeks, Aug. 20th - Dec. 4th
(no class 9/7, 11/11 & 11/26)

\$3,500

For more information, go to
www.Cerritos.edu/OISS
(click on Intensive English Program),

call us at 562-467-5050 (ask for Martha)
or email *communityed@cerritos.edu*

Instructors: **Lori Havrilla, M.A.** has taught English as a Second Language (ESL) to international students for 20 years (Cerritos College, Long Beach City College, Cal State Long Beach, Kaplan and the School of the Art Institute of Chicago). **Nancy Spradlin, M.A.** has taught English as a Second Language since 1985. She has taught in China (Shandong Medical University), as well as here in California (ABC Adult School, Long Beach City College and Cerritos College). **Eunice Lee** has worked teaching English at both the K-12 and Community College settings. She has her TESOL certificate and a multiple subject teaching credential with Korean BCLAO and was a student who studied abroad herself.



PERSONAL GROWTH

COMMUNICATION SKILLS

ESSENTIAL SKILLS OF MASTERFUL COMMUNICATION

CERTIFICATE AWARDED

The need to communicate with impact is one of the most difficult challenges we encounter...and the one that will lead to the greatest rewards. Most of what we do, we do in the context of a relationship. Communication is the key to all relationships. To be successful in your endeavors you need to become an effective communicator.

Topics include:

- Projecting a positive, confident image
- How to communicate with difficult people
- How to reduce fear barriers to effective presentation
- Which communication style to use and when
- Keys to better listening skills
- The power of non-verbal signals.

Sat, 1/18

1:00pm-4:00pm

Health Science, room 103

\$49 (plus \$20 material fee, payable to Instructor).

Instructor: Angela Scott-Betton

COMMUNICATE WITH DIFFICULT PEOPLE WITH TACT AND SKILL

CERTIFICATE AWARDED

What would life be if the world weren't full of difficult people? In this seminar, we will focus on ways to analyze types of difficult behavior. You will learn constructive ways to communicate with difficult people and the powerful tools of pacing, paraphrasing and inquiry.

Topics include:

- Difficult people in your life, their specific behaviors and your reaction to their behaviors
- Three models of face-to-face communication
- Guidelines to confront anyone about anything
- Task vs. people; passive vs. aggressive; behavioral analysis (Modified Myers-Briggs individual exercise)
- Tips for how to communicate with each personality type: director, entertainer, supporter, analyst
- How to deal with specific situations, such as an angry person or a backstabber.

Sat, 1/25

9:00am-12:00pm

Health Science, room 103

\$49 (plus \$20 material fee, payable to Instructor).

Instructor: Angela Scott-Betton



DEAL WITH DISAGREEMENTS, CONFLICT AND CONFRONTATION

CERTIFICATE AWARDED

Conflict is a universal, inescapable situation. In this seminar, we will redefine and analyze the reasons for conflict. Once you can accept the inevitability of conflict, you can reduce your stress and fear. You will learn to view conflict as a situation to analyze and develop skills to more effectively deal with it.

Topics include:

- Four helpful principles of why people act this way
- The special distinction between disagreements and misunderstandings
- Basic steps in problem solving
- Rules for fighting fair during conflict
- How to confront anyone about anything
- How to face an angry person.

Sat, 1/25

1:00pm-4:00pm

Health Science, room 103

\$49 (plus \$20 material fee, payable to Instructor).

Instructor: Angela Scott-Betton: is a credentialed teacher with experience teaching career skills to adults and teens entering and re-entering the job force. She has presented workshops focusing on computer skills, effective communication, and problem solving.



FACE READING

READ A PERSON INSTANTLY

Imagine how great life would be if you could really "read" a person, anticipate their behavior and understand where they are coming from? In just a few short hours & hands on instruction, you will learn how to read a face, understand their body language, and build trust. You will acquire remarkable tools that will teach you what hints to look for, keep your objectivity and act accordingly in any situation. This course will open your eyes to a wealth of clues that reveal the truth about those around you. Your life will never be the same.

Sat, 3/21

9:00am-1:00pm

Health Science, room 103

\$49 (plus \$20 material fee, payable to Instructor).

Instructor: Nikolas Xiros B.A. & M.S., educates students in face reading, numerology, and palmistry. Charitable foundations such as American Cancer Society, Cystic Fibrosis Foundation, and YMCA of Long Beach, have benefited from Niko's 18 years of expertise.

PERSONAL GROWTH

COMMUNICATION SKILLS

"I learned so much and this course was extremely empowering. I feel like I know myself better from this class!" – Lauren

ASSERTIVENESS SKILLS FOR SUCCESS

You can become a more effective communicator in your business relations, friendships and your marriage. Develop assertive communication skills, build your self-esteem and confidence, learn to say "no" without feeling guilty and identify what you want and go after it. Learning to assert yourself will enhance your chances for happiness and success in everyday living. Become an "Active Listener" by learning how to "seek to understand" and by becoming an "Other-Centered" listener.

Mon, 2/10 7:00pm-9:00pm
Social Science, room 138
\$39 (plus \$30 material fee, payable to instructor).

OVERCOME YOUR FEAR OF PUBLIC SPEAKING

Is your public speaking anxiety limiting your business, school or personal goals? Join Performance Psychologist Dr. Nick Lazaris as you learn the essential skills necessary for controlling the terrifying physical and emotional feelings of anxiety and panic.

Discover key techniques to reduce speech anxiety and gain confidence. You can turn your fear of public speaking into energized performances every time.

Mon, 4/20 7:00pm-9:00pm
Social Science, room 138
\$39 (plus \$30 material fee, payable to instructor).



Instructor: *Dr. Nick Lazaris is a Clinical Psychologist & Professor at California Southern University with over 35 years' experience helping his clients achieve their absolute personal best in life, business and relationships.*

SELF CARE



UNDERSTANDING GRIEF & LOSS

Loss is an inevitable part of life, and grief is a natural part of the process. In this class you will learn about the Stages of Grief and Loss and have the opportunity to share your experiences with others who are going through the same experience. The course objective is to provide knowledge, personal growth, and an understanding of the experience of the loss of a loved one. Additional resources that can help you continue on your journey of healing will be provided.

Sat, 2/8 9:30am-12:30pm
Community Education, room 1
\$39 (plus a \$10, fee payable to instructor).

Instructor: *Teresa Estrada, is an experienced educator and counselor. She teaches workshops on grief and loss at various locations. She also has taught grades K-12, ESL, college prep courses, and psychology courses at Webster Career Business College.*

MY SANITY OVER YOUR ADDICTION

Do you have a loved one who has an alcohol or drug addiction problem? Is their addiction causing your stress, worry or guilt? Then come to this workshop to share your own personal story and educate yourself about addiction. Share your feelings among others who have had similar experiences. Learn what role you play in your addict's life and how to cope with your their addiction. Additional resources that can help you continue on your journey of exploration and healing will be provided.

Sat, 2/8 1:00pm-4:00pm
Health Science, room 103
\$39 (plus a \$15 materials fee, payable to instructor).

Instructor: *Ms. Christine Aldrich, M.S. has over 20 years of experience as a Counselor and has experience with a family member of addiction.*

*"Great instructor!
She made the content
interesting and
engaging." – Jose*

PERSONAL GROWTH

MONEY & INVESTMENTS

WOMEN AND INVESTING



Did you know that women often make the best investors? Also, women are the primary influencers of the financial decision-making in their homes, yet they are often under-educated about their choices. Whether you're single, widowed, married, employed or retired, come learn the language of investing in a fun and simplified way that everyone can understand.

Learn the importance of portfolio allocation, how to select an investment advisor, and how to select investments for growth, income, and safety. We will also cover estate planning, the stages of investing and planning for a safe and secure financial future, and much more! You cannot afford to be without this knowledge!

Sat, 3/21

10:00am-1:00pm

Community Education, room 1
\$45

Instructor: *Blanca Reynoso is college instructor and a holistic Financial Planner who has dedicated herself to educating and empowering women, seniors and business people to become savvy consumers. She teaches classes on financial planning, retirement and long-term planning.*

TAXES, INVESTMENTS & RETIREMENT

With so many moving parts, no wonder why retirement can be scary!

This workshop helps you to take a holistic look at everything you need to know about your retirement, including:

- Retirement accounts
- Social security tips
- Tax reduction strategies
- Real estate and investment ideas

You will learn tips and strategies most consumers do not know, including tax secrets about your investments & retirement accounts that that IRS wishes you didn't know!

Sat, 3/7

10:00am-12:30pm

Community Education, room 1
\$39

Instructor: *Samuel Rad is an instructor at UCLA and a Certified Financial Planner specializing in retirement strategies. Mr. Rad has multiple licenses in the investments, real estate and insurance fields. He is a regular commentator on radio stations including KNX 1070AM, KFWB 980AM, and 870AM.*

RESCORE YOUR CREDIT AND ERASE STUDENT DEBT



The burden of excessive student debt and poor credit can definitely hinder you from obtaining things you want – a house, car, etc. There is a legal way in which to resolve both of these issues independently.

This workshop will help you:

- resolve student debt,
- settle outstanding loans,
- erase negative entries, and
- stop collection calls INSTANTLY!

Instructor: *Gene Konstant has taught consumer credit programs at Southern California Colleges since 1983. He has helped hundreds of people erase students debt, stop the collection calls, obtain better credit, erase negative entries and lift their credit scores.*

STOCKS – BONDS – MUTUAL FUNDS (EFT'S)

This course is perfect for those who want to learn more about the stock, bond and mutual fund markets including how they work, tracking and following them, what influences their prices, load and no-load mutual funds, and how interest rates can affect your financial well-being and how to manage risk.

The course will highlight issues such as stock and index options, domestic and global stock markets, new and hot issues, selling short, tax-free bonds, buying stock on margin, how the stock exchanges work, dollar cost averaging, how to read a typical account statement, retirement plans (IRAs, SEP-IRAs, Roth IRAs, 403Bs, 401ks, Annuities) and how market prices respond to news. Several stock market theories will be discussed and explained.

Wed, 2/19

6:30pm-9:30pm

Health Science, room 103

\$39 (plus \$5 material fee, payable to Instructor).

Instructor: *Jalon O'Connell is a Registered Representative, General Securities Principal and licensed Insurance Agent with National Securities. For over 12 years she has taught and lectured at numerous colleges and organizations.*

BUYING INCOME PROPERTY - THE BASICS

Find out what you need to know to maximize the rental income and the tax deductions on the purchase of income property. Learn the investment analysis terminology: GRM, cap rate, DSC, NOI, tax bracket, tax shelter, ROI. You will learn about the landlord rental incentives and the opportunities in the IRS-designated Opportunity Zones. This workshop is designed for first time investors, current property owners & real estate agents.

Sat, 3/7

2:00pm-6:00pm

Health Science, room 104

\$49 (plus \$25 material fee, payable to instructor).

Instructor: *Carmen Hill has over 40 years of real estate experience. She has an MBA in real estate finance from the Wharton School. Aka Ms. Sherlock Holmes, she is an expert at finding "deals".*

Do not be dismayed by your current situation, there is hope and solutions available.

Wed, 2/5

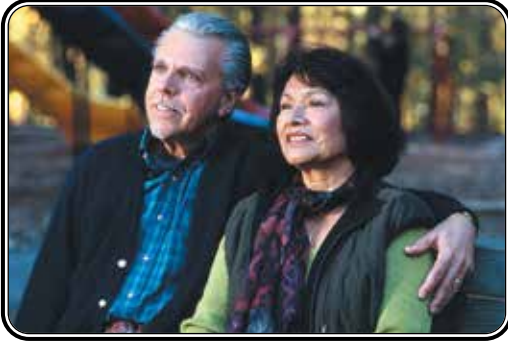
6:00pm-9:30pm

TBD – call or check website for location

\$59 (plus \$30 material fee, payable to instructor).

PERSONAL GROWTH

RETIREMENT & YOUR GOLDEN YEARS



“Very informative and well laid out. Instructor answered all of my questions.” – Diana

MEDICARE AND LONG-TERM CARE EXPLAINED

Understanding Medicare and Long-Term Care is essential for a healthy and sustainable retirement. If you are retired, about to retire, just wanting to know now so you can plan for your future down the road OR are wanting to understand Medicare and Long-Term care for someone in your family, you can learn the info you need to know in this workshop.

Did you know that you will get penalized if you don't select your Medicare health benefits by age 65? Attend this class to obtain all of the information necessary about Medicare and its different options so you can pick the best plan for you and your family. And did you know that more than 75% of Americans will use long term care at some point in their lives? Yet most people have no Long-Term care plan.

We will make sure you are well-informed on medicare and long term care solutions so you can make the right choices for you and/or your family for your retirement.

Couples should attend together, so bring your significant other for only \$10 more.

Sat, 2/1

10:00am-12:30pm

Community Education, room 1

\$39 single OR \$49 couple

Instructor: *Samuel Rad* is an instructor at UCLA and a Certified Financial Planner™ specializing in retirement strategies. Mr. Rad has multiple licenses in the investments, real estate and insurance fields. He is a regular commentator on radio stations including KNX 1070AM, KFWB 980AM, and 870AM.

ESTATE PLANNING FOR EVERYONE

Did you know that your 'Estate' consists of everything of value—cash, clothes, cars, real estate, investment and retirement accounts, pensions, etc. that you've accumulated throughout your lifetime?

Join us for this informative, interactive class to learn how to preserve and manage your assets while you still can, and then transfer it to your loved ones after you pass away. This process involves weighing various personal and financial decisions and creating legal arrangements to carry out those decisions.

We will discuss how to properly receive an inheritance as well as how to give one, strategies to avoid expensive delays and legal challenges and intelligent distribution of assets, charitable giving. Wills, trusts, asset protection, probate and family businesses will also be discussed.

Sat, 2/22

9:30am-12:00pm

Health Science, room 104

\$39 single OR \$49 per couple

(plus \$5 material fee, payable to Instructor).

Instructor: *Jalon O'Connell*

STRATEGIES TO MAXIMIZE YOUR SOCIAL SECURITY BENEFITS

The average retiree can leave tens of thousands of dollars 'on the table' simply because they do not understand how to optimize their Social Security Benefits – Do not be one of them!

Join us for this informative and easy to understand class where we explore ways to maximize your Social Security Benefits. This class is designed to assist someone who is not yet receiving their Social Security benefit, but plans to soon, or for someone who has started receiving payments within the last year.

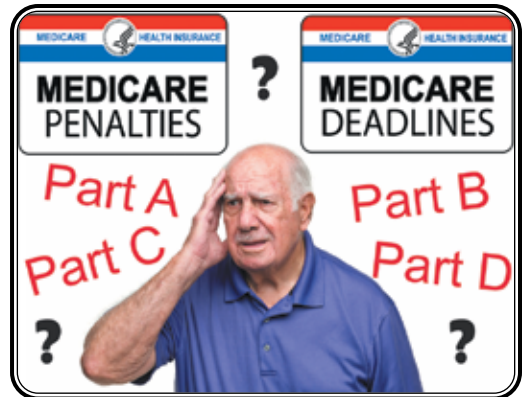
Sat, 2/22

12:30pm-3:00pm

Health Science, room 104

\$35 (plus \$5 material fee, payable to Instructor).

Instructor: *Jalon O'Connell* is a Registered Representative, General Securities Principal and licensed Insurance Agent with National Securities. For over 12 years she has taught and lectured at numerous colleges and organizations.



ENRICHMENT & INTERESTS

MOTORCYCLIST TRAINING

MOTORCYCLIST TRAINING COURSE (MTC)

16 HOUR COURSE – DMV CERTIFICATE AWARDED
(upon successful course completion)



California Motorcyclist Safety Program offers the Motorcyclist Training Course (MTC), which is designed for the novice rider with no (or limited) street-riding experience. This 16-hour weekend course includes both classroom and on-cycle instruction. Although designed for new riders, any rider that has not taken a motorcycle course will benefit from this course. You will learn fundamental skills required to operate the motorcycle and progress to street riding skills and strategies. Topics covered include: overcoming fear, understanding how motorcycles turn, proper cornering strategies, and emergency crash avoidance skills.

This course is mandatory for those under 21 years of age desiring a motorcycle or scooter license. For students under 18, a parent must show ID (or legal guardian proof of guardianship) and sign a waiver at the start of the first class.

You will have 6 hours of in-class instruction and 10 hours of on the range, riding instruction and practice. You must be on time to every part of this course – if you are late, you will be dismissed from the class. Please bring water, and a sack lunch, as you will be in your class all day and will not have enough time to leave campus to purchase food.

A motorcycle and helmet will be provided for you in this course; if you want to complete the course on a scooter, you must notify us upon registering for the class. You need to bring either a valid a state issued driver's license, permit or ID card to the first class. Additionally, you will need to be dressed in a long sleeve shirt or jacket, full finger leather or leather like gloves, long pants and sturdy over the ankle boots.

In accordance with State safety standards, early dismissal may occur during the riding portion of the class if you do not demonstrate safe riding techniques (as determined by the instructor). Your attendance and participation is not a guarantee that you will be able to successfully complete the course.

Students successfully completing the class will receive the DMV completion certificate, which waives the riding portion of the DMV test. Your certificate will be mailed to you within 10 working days of your course completion. (Note: you will still need to take the written test at the DMV).

COMPLETE COURSE OVER ONE WEEKEND:

2-day course: Sat. 8am-4:30pm & Sun. 8am-4:50pm

(classes run most weekends; call or check website for class dates available)

\$350 age 21 and over; \$295 under 21

Classes fill quickly - register today to reserve your spot!



ENRICHMENT & INTERESTS

MOTORCYCLIST TRAINING

MORE PRACTICE – RIDING CLINIC



Let our experienced instructors help to increase your riding skills in a safe environment, helping to boost your confidence in your riding abilities.

The MORE PRACTICE class is for: 1). Students who already have a Class M license and would like to have more practice on a motorcycle to develop stronger riding skills or 2). Students who within the last 45 days have taken the Motorcyclist Training Course (MTC) at Cerritos College and attempted the Skills Test in that course one time but did not pass and want extra practice.

This class offers over four hours of riding time and is kept to a max of six students, to allow time and attention to be given to students to help them develop riding skills. Skills to be focused on in this class are: clutch control, shifting & stopping, riding through curves, weaving, low speed turning & lane changing, negotiating curves, swerving, and more! At the end of the course, a skills evaluation will be done, so you know where you've improved and where you might still need to practice a bit more on your own.

Bikes and helmets are provided (or bring your own DOT approved helmet). Protective clothing and footwear needs to be worn; you will be dismissed if you show up to class without proper gear. You need to bring either a valid CA motorcycle or driver's license, permit or ID card to class.

NOTE: *This course will NOT waive your riding test at the DMV; see the MTC course (on previous page) if you are looking for this.*

Sun, 2/23 7:00am-11:30am
Parking Lot 10
\$105
Sun, 5/24 7:00am-11:30am
Parking Lot 10
\$105

INTERMEDIATE RIDING CLINIC (IRC)

ARE YOU AN EXPERIENCED RIDER AND DESIRE TO TAKE YOUR RIDING TO THE NEXT LEVEL?

In this 8-hour course you will learn better control of your motorcycle and hone your braking, swerving and cornering skills. The classroom portion includes maximizing traction management, psychological aspects of motorcycling (such as overcoming fear), keeping your concentration... and more. These key elements will provide considerable skill improvements and really boost your confidence out on the road.

Upon successful completion, you will receive an IRC completion card.

Note: this card cannot be used to waive the riding test at the DMV.

Before registering – you must have:

- A valid class M license
- Proof of insurance
- A registered motorcycle to use during class
- 500+ miles of street riding experience

Sun, 1/19 7:00am-4:00pm
Parking Lot 10
\$185
Sun, 4/12 7:00am-4:00pm
Parking Lot 10
\$185

SAVE \$\$!

Some insurance companies offer a discount for completing the Intermediate Riding Clinic –

check with your insurance company to find out!

MOTORCYCLIST COURSES REFUND / TRANSFER POLICY

When registering for any of the motorcyclist courses, we are reserving your seat for the particular class dates that you chose. You must notify the college at least four (4) working days prior to the beginning of your class if you need to cancel for a refund less the \$10 cancellation fee. You also can transfer to another class with at least four (4) days or more notice with a \$10 transfer fee. If you notify us three (3) or fewer days prior to the beginning of the class, your only option is to transfer into another class with a later start date at a fee of \$40; there is no refund given at this point. If you do not notify the college prior to the beginning of your class and do not attend, your enrollment will be cancelled, and no refund or transfer will be given.

For the Motorcyclist Safety course (MTC), if you start the course, but are dismissed or do not complete your course for any reason, you will need to pay a \$65 reschedule or \$125 re-registration fee, depending on what point in the course you did not complete. Dates to be rescheduled will be determined by the reschedule coordinator.

ENRICHMENT & INTERESTS

WOODWORKING



WOODWORKING FUNDAMENTALS

This course is designed for woodworkers of all levels that are interested in making high quality woodworking projects. Topics include project planning, wood technology, and the use of hand tools, power tools and machinery. Student projects will be discussed the first day of class.

6-Sun, 1/12 - 2/23

8:00am-4:30pm

(no class 2/16)

Woodworking, room 14

\$319

6-Sun, 3/8 - 4/26

8:00am-4:30pm

(no class 3/22 & 4/12)

Woodworking, room 14

\$319

Instructor: Robert Thornbury has been an adjunct faculty in the Woodworking Technology Department at Cerritos College since 1997 and an instructor for Community Education since 2010.



FUNDAMENTALS OF WOOD & BOWL TURNING

This Fundamentals class is appropriate for beginning to advanced wood turners. The class will start with wood turning basics emphasizing use of lathe and turning tools plus sharpening, general spindle and hollowing work on selected projects. For intermediate and advanced students, bowl projects include hollow form, natural edge, free form and decorating enhancements.

14-Sat, 1/25 - 5/16

8:00am-12:00pm

(no class 2/15, 3/21 or 4/11)

Woodworking, room 12

\$299

Instructor: Jerry Knight is an award-winning bowl turner and is a lifetime woodworking hobbyist. He is currently Vice President of the Orange County Wood Workers Association and has been teaching wood turning at Cerritos College since 2016.



WOODTURNING TECHNIQUES

This intermediate to advanced woodturning course emphasizes the art and possibilities of segmented wood turning and will cover other turning techniques such as closed form, natural edge and multi-centered turnings. The main objective is improving the student's skill in the use of lathe, tools and machinery. The student will design and execute projects using various turning techniques for the creation of wooden bowls, vessels and sculptural objects. Emphasis is placed on proper technique, safety and shop policies.

14-Sun, 1/26 - 5/17

9:00am-4:00pm

(no class 2/16, 3/22 or 4/12)

Woodworking, room 12

\$359

Instructor: Steven Romo is a lifetime woodworker and has been woodturning for many years. As a member of the American Association of Woodturners (AAW), he has attended several symposium events since 2013 and can offer a variety of tips and techniques.



TINY HOMES



WHAT YOU NEED TO KNOW BEFORE YOU PURCHASE OR BUILD YOUR OWN

Tiny homes are becoming trendier among singles, retirees, those looking to downsize and/or those priced out of the traditional housing market. They are an affordable and efficient option for those looking to make a change, create rental income or create a vacation home without the worry of the high price of hotels/cabins. Tiny houses or other similar structures, like garage conversions or sheds, can be built quickly and at a fraction of the cost of a typical home. Learn what to watch out for and how to avoid the pitfalls of this growing market (risk, cost-benefit analysis).

Seminar topics include:

- What type of living space is your best option: location, cost, tiny home, trailer, RV, back house, etc.
- Possibilities available in California and the U.S.A.
- How to find a location and negotiate by yourself
- Overview of manufacturer models, suppliers, DIY, products and other services available
- Insurance, financing, certification, and legal considerations

This class is ideal for anyone interested in learning more about this trend. We will provide practical examples, proven solutions, and innovative ideas to help you make informed, economical and practical decisions about your "Tiny House."

Sat, 3/28
Health Science, room 103
\$45

10:00am-1:00pm

Instructor: *Gregori Niculitcheff, has been a steel manufacturing entrepreneur for over 20 years, is using his background in contracting and construction, as well as his education received at multiple college to be able to present workshops on creating tiny living spaces.*

HOW TO HIRE A CONTRACTOR

WHAT YOU DON'T KNOW CAN HURT YOU!

This class is for home owners who are looking to select a contractor for improving, repairing or adding onto their home. Contractor licensing laws provide minimal assurance that those licensed understand the laws and the basics of administering the contracting business; therefore due diligence is necessary.

Upon completion of this class, you will be able to:

- Know what to look for when hiring a contractor
- Learn how to check a contractor's license and insurance before hiring them
- Decide how to proceed in case of a dispute with a contractor you hire

What you don't know can hurt you both financially and take a toll on you emotionally. Make sure you do everything you can to select the appropriate contractor for the job and make the project of renovating/repairing your home a positive experience.

Sat, 3/21
Health Science, room 104
\$45 (plus \$25 material fee, payable to Instructor).

Instructor: *Jay Zaveri, is a retired Senior Enforcement Representative of the contractor's board who has over a decade of experience in enforcing contractor license laws.*

MODERN FENG SHUI FOR YOUR BEST LIFE

Use the positive power of the Art of Placement to bring happiness, serenity, and peace to your surroundings. In other words create, "your best life ever."



With an easy step-by-step guide to Modern Feng Shui for the home, you can improve your relationships, uplift your spirit and bring in the joy you deserve! You will also learn the latest techniques on releasing clutter from your space. You will learn how to use this transformational tool to support you, your family and your dreams.

What You Will Learn:

- How to arrange a welcoming environment
- Learn the "Attraction Factor" for loving relationships
- How to use color to uplift the mood of a room
- Learn the "Real Secrets" of Feng Shui masters
- Declutter and tidy up to bring joy now

Sat, 4/4
Health Science, room 104
\$49 (plus \$25 material fee, payable to instructor).

Instructor: *Dr. Janet Woods is an award winning author, speaker and internationally recognized expert in the area of Feng Shui. She is the director of the Art of Life Institute, the founder of Feng Shui Professional Association, and maintains a thriving private practice.*

ENRICHMENT & INTERESTS

HOME & GARDEN

BAKE SHOP BASICS – COOKIE DECORATING

NEW

Learn to create beautiful Bake Shop Cookies with step by step instruction and creative techniques. You will learn how to tint icing, fill a decorating bag, and how to pipe a variety of decorations, including the popular rosette.

Students will take home 6 decorated cookies.

Wed, 1/15

6:00pm-8:00pm

Community Education, room 7

\$29 (plus \$15 material fee payable in cash to instructor).



BAKE SHOP BASICS – CAKE DECORATING

NEW

Learn to create beautiful Bake Shop Cakes with step by step instruction and creative techniques. You will learn how to level your cake, how to change icing consistency, how to hold a decorating bag, and so much more.

Students will leave with a complete decorated cake you can share with family and friends!

Wed, 1/29

6:00pm-8:00pm

Community Education, room 7

\$29 (plus \$15 material fee payable in cash to instructor).



BAKE SHOP BASICS – VALENTINE CUPCAKES

NEW

Learn to create beautiful Bake Shop Cupcakes with step by step instruction and creative techniques. You will learn how to decorate beautiful and romantic Valentine themed cupcakes.

Students will take home 6 decorated cupcakes.

Wed, 2/5

6:00pm-8:00pm

Community Education, room 7

\$29 (plus \$15 material fee payable in cash to instructor).



BAKE SHOP SERIES DISCOUNT:

*Sign up for all three
classes at the same
time and save 10%
(\$79 for series)*

Instructor: *Lakyn Wynn, who has taught baking and the arts for more than a decade, is an award winning cake decorating teacher. Her philosophy is to keep homemade and handmade alive*

ENRICHMENT & INTERESTS

HEALTH & FITNESS



FITNESS FOR LIFE

AGES 15 AND UP

Are you ready to work out! This is a fast-paced, heart pumping, muscle burning workout that will leave you knowing that you have done something great for yourself! You will engage in various exercises including cardio, calisthenics and weight training to tone and firm your body. You will also receive nutritional advice to complement your fitness efforts.

This class is open to all fitness levels. Please bring one set of dumb bells (3lb, 5lb, or 7lb), and resistance bands with handles.

Note: Please disclose any medical conditions or physical limitations/injuries that may impact your workout to the instructor (This information will be kept confidential).

WEEKDAY CLASS:

12 sessions, 6-Mon & 6-Thurs, 1/13-2/27
(no class 1/20 & 2/17) 6:15pm-7:15pm
Community Education, room 4
\$109

SATURDAY CLASS:

6-Sat, 1/18-2/22 7:15pm-8:15pm
Community Education, room 4
\$55

Instructor: **Universal Fitness Instructors** strive to make sure each interaction is encouraging, motivating and provides you with a healthier lifestyle.

BOOTCAMP SERIES DISCOUNT:

*Sign up for
the weeknights
AND saturday classes
at the same time
& save 10%*

"After starting this class I noticed a change in energy and I feel better. My body made a 180 degree turn!" – Francis

TAI CHI CHUAN

Through lecture, demonstration, and the practice of the Tai Chi movements, students will experience the benefits of this ancient Chinese exercise and martial art, such as reduced stress, improved balance, and increased muscle tone. You will learn Chinese Chi Kung (breath work) as a calming exercise prelude to Tai Chi practice.

This course introduces students to a Chinese health exercise, which is neither vigorous nor strenuous. It is suitable for anyone who wants to exercise to gain or maintain good health. It will strengthen the muscles and organs, relax the mind and body, improve blood circulation, and increase memory and concentration.

6-Sat, 1/11-2/18 8:30am-9:45am
Community Education, room 4
\$65

6-Sat, 3/7-4/11 8:30am-9:45am
Community Education, room 4
\$65

Instructor: **Dan Layne, B.S.** is certified as a specialist in Balance and Mobility through Cal State Fullerton and holds a "Master Trainer" certification for the Matter of Balance program sponsored by the Department of Ageing. He is certified to teach Tai Chi Chuan by the Hong Kong Royal Life Saving Society.



ENRICHMENT & INTERESTS

MIND, BODY & SOUL

REIKI II (ENERGY HEALING)

7 HOURS – CERTIFICATE AWARDED

Students will learn the second level of Reiki healing for the purpose of deepening their practice toward the healing of self and others. The class emphasizes the active and experiential practice of Reiki integrating hands-off or distance healing into the student's knowledge of hands-on healing from Reiki Level I.

Additional self-care techniques will be introduced including mindfulness meditations focusing on breathing and awareness of subtle energies. Information on how to start a private practice will be provided.

Prerequisite: Reiki Level I. Class can be repeated if looking to renew previous teachings; all lineages welcome.

Sun, 2/2 10:00am-5:00pm
Community Education, room 5
\$129 (plus \$10 material fee, payable to instructor).

Instructor: Dr. Laura Luna is certified in Reiki I, II and Master level Reiki III. She completed training with two different Reiki masters, trained in the Usui for Reiki.

STRESS REDUCTION AND RELAXATION TECHNIQUES THROUGH SELF-HYPNOSIS

Learn relaxation techniques that can help you manage stressful situations. In this workshop you will learn self-hypnosis and other relaxation techniques for managing your daily stress.

Whether you are at home or working on the job, or have financial or relationship stress, the techniques you learn will enhance your relationships, and support your physical, emotional and spiritual health.

Tues, 1/14 7:00pm-9:30pm
Skills Lab, room 108
\$45 (plus \$15 material fee, payable to instructor).

Instructor: Jetbro Carter, C.C.Ht. is a Certified Clinical Hypnotherapist. He draws from over 25 year of experience in coaching individuals and leading business teams through high-stress, multi-million dollar corporate projects.

DANCE

CARIBBEAN & LATIN DANCING

Why waste your dollars at the gym? Dance (social) & workout your nights away in the Latin manner. Learn Merengue, Cha Cha, Salsa, Cumbia, and other Latin dances. Individual attention will be given to each student.

Partners are welcome but not necessary. Instruction will be given in English and Spanish. Class may be repeated.

10-Mon, 2/3-4/13 (no class 2/17) 8:00pm-9:30pm
Community Education, room 4
\$79

Instructor: Latin Spice Dance Group

SALSA

If you have never tried Salsa but would love to experience the excitement and fast, fluid movements, this class is what you have been looking for! This course is designed for students who are beginning as well as those who are confident with the Salsa rhythm. You will work on the footwork, turns, patterns, shines as well as proper posture, weight transfer, frame and connection.

Come alone or with friends; you will have the opportunity to dance with everyone including the instructors!

10-Wed, 2/5-4/15 (no class 2/26) 8:00pm-9:30pm
Community Education, room 4
\$79

Instructor: Latin Spice Dance Group has over 20 years of experience teaching dance. Besides teaching, Latin Spice instructors also demonstrate at company events, weddings, and private parties.



BELLY DANCING

Explore and share in the exciting rhythms and dances of the Near and Middle East through proper and beautiful arm, hand and body techniques. Start immediately with finger cymbals and footwork and learn mysterious belly rolls and hypnotic veil work as well as dance combinations. Class may be repeated. Please bring 2-1/2 to 3 yards of flowing fabric, approximately 45" wide.

6-Fri, 1/17-2/28 (no class 2/14) 7:00pm-8:30pm
Community Education, room 4
\$69

6-Fri, 3/13-4/24 (no class 4/10) 7:00pm-8:30pm
Community Education, room 4
\$69

Instructor: Tonya Chianis has won the International Academy of Middle Eastern Dance Award for Best Teacher, and the Hall of Fame Award presented by the Middle Eastern Culture and Dance Association.

ENRICHMENT & INTERESTS

MUSIC

GUITAR: INTRODUCTION

AGES 14 TO ADULT

Learn to play guitar in a friendly and supportive environment. You'll learn to play chords, single note melodies and strum styles. No musical experience required.

You must bring your own acoustic guitar.

6-Sat, 1/4-2/8 9:00am-10:00am
Burnight Center, room 68
\$69 (plus \$15 material fee, payable to Teacher for book).

Instructor: Katarina Giesler

GUITAR: INTERMEDIATE

AGES 14 TO ADULT

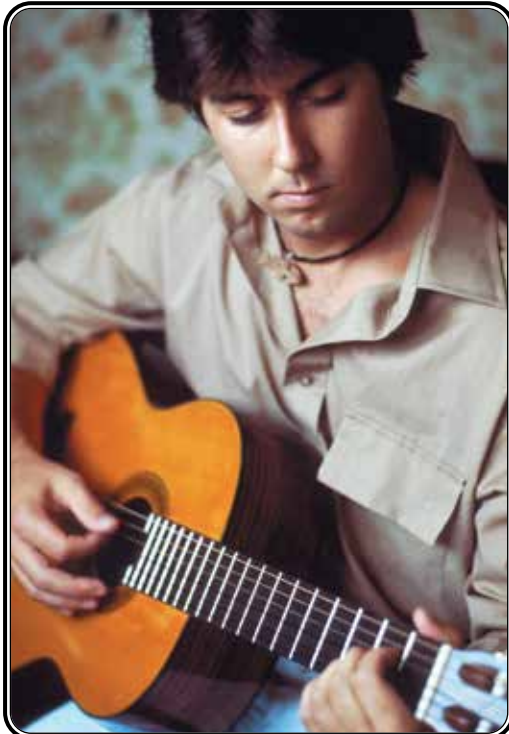
Students will continue learning acoustic guitar basics with emphasis on learning more chords, strum styles and single note melodies.

You must bring your own acoustic guitar.

Prerequisite: Students must first take Intro Guitar class OR have experience playing.

6-Sat, 2/22-3/28 9:00am-10:00am
Burnight Center, room 68
\$69 (plus \$15 material fee, payable to Teacher for book).

Instructor: Katarina Giesler holds a single subject credential in music. She has directed musical ensembles, such as band, orchestra, choir and musicals. She also teaches small group lessons.



COMMUNITY ORCHESTRA

AGES 12 TO ADULT

This is an orchestra consisting of string, wind and percussion players. Emphasis is on playing the finest traditional and contemporary orchestral literature available, individual musicianship and fine a playing. Two to three concerts will be scheduled.

Prerequisite: Students must have prior musical experience. Call Mr. David Betancourt at 562-860-2451, ext. 2631 prior to registering.

16-Mon, 1/13 - 5/18 6:00pm-9:50pm
(no class on 1/20, 2/17 & 3/16)
Burnight Center, room 53
\$125

Instructor: Alan Hallback has been teaching instrumental music to elementary-high school students for the past 35 years. He has also taught Concert Band, Applied Brass, and Community Orchestra as an adjunct faculty member at Cerritos College since 2003.

COMMUNITY BAND

AGES 12 TO ADULT

This is a concert band consisting of wind and percussion players. Emphasis is on playing the finest traditional and contemporary band literature available, individual musicianship and fine ensemble playing. Two to three concerts will be scheduled.

Prerequisite: Students must have prior musical experience. Call Mr. David Betancourt at 562-860-2451, ext. 2631 prior to registering.

18-Tues, 1/14 - 5/19 7:00pm-10:50pm
(no class on 3/16)
Burnight Center, room 53
\$125

Instructor: Dr. David Bettencourt holds a music degree from USC. He has been Director of Bands & Orchestra at Cerritos College since 1998 and is the conductor for the Concert Band, Jazz Ensemble, Pep Band, Pop/Rock Ensemble and facilitates the Cerritos College Drumline.

ENRICHMENT & INTERESTS

SOMETHING FOR EVERYONE



PLAY POKER LIKE THE PROS!



TEXAS HOLD 'EM FOR BEGINNERS

Have you dreamed of playing in the Main Event on ESPN? Or do you just want to impress your friends by crushing your Friday night home game? Either way, in poker it all begins with the fundamentals. This course was designed to give beginners the skills necessary to be comfortable in just about any game you find yourself sitting in.

This course will consist of a series of short lectures, followed by examples, and then the opportunity to put what you just learned to the test on a real poker table. We will teach you a proven method of analyzing your chances to win with any two cards. You will be filmed, to see where you need to make adjustments in your game. And our "final exam" will consist of a poker tournament with one of you coming out on top!

2-Sat, 1/18 & 1/25
Health Science, room 104
\$65

Instructors: *Timothy Smith, MBA, JD, is a Management Consultant who has played poker both at the amateur and professional level for over 30 years. He has played in tournaments all over the country, including WSOP. Gregg Milbaupt, MBA, is a Chief Financial Officer who in his free-time over the past 14 years has fine-tuned his poker skills playing among some of the world's elite poker players at the World Series of Poker. He also regularly plays in a local poker club that he formed and hosts.*

HOW TO START A PROFITABLE HOME-BASED BUSINESS!



- Do you know the basics of starting a home-based business?
- Are you concerned about the laws governing home businesses?
- Are doing all you can to successfully operate your small business?

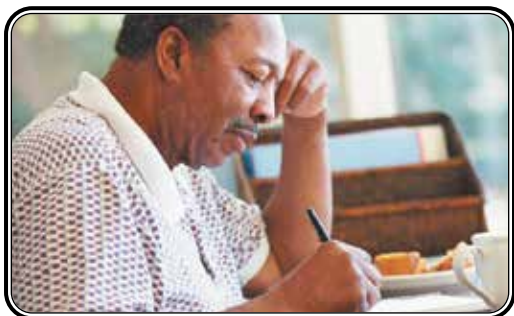
If you're thinking about starting a home-based business, online business, selling on E-Bay, having a small consumer business or becoming a consultant, this class is for you. You'll be shown the different entities of a business structure; federal, state, local taxes; licensing requirements; bookkeeping and tax records; and different ideas for starting a business.

Wed, 2/12 6:30pm-9:30pm

Health Science, room 103

\$39 (plus \$30 material fee, payable to instructor for "Mechanics of Starting a Home Based Business")

Instructor: *Nancy Miller, has had several home-based businesses, including professional organization services, public speaking, a mail order company and a micro-publishing company. Nancy gives more than 150 presentations each year and has helped people launch successful businesses operated from their home.*



LEAVE A LASTING LEGACY: WRITE YOUR MEMOIRS



Do you want to write your memoir, but don't know how to get started? Write the life story only you know. Come and learn tips and triggers to help you recall events in your life. Help preserve your history by recording your memories for yourself and this will also be a gift to your children or relatives. It is also fun to incorporate ancestry information, looking up information about your family which can be fascinating.

This is a fun class to take at any age – no experience necessary. It is also a great class for anyone who works with veterans, senior citizens or in a therapy office to take, to learn how to do this activity with those you work with. No experience necessary - come and learn how to "write from the heart."

Sat, 2/15 10:00am-12:00pm

Health Science, room 103

\$29 (plus a \$10 material fee payable to instructor).

Instructor: *Ruth Younger, is an experienced teacher and taught this class for several years at local colleges and senior adult centers.*

ENRICHMENT & INTERESTS

SOMETHING FOR EVERYONE

FACE READING: READ A PERSON INSTANTLY

Imagine how great life would be if you could really “read” a person, anticipate their behavior and understand where they are coming from? In just a few short hours and hands on instruction, you will learn how to read a face, understand their body language, and build trust. You will acquire remarkable tools that will teach you what hints to look for, keep your objectivity and act accordingly in any situation. This course will open your eyes to a wealth of clues that reveal the truth about those around you. Your life will never be the same.

Sat, 3/21 9:00am-1:00pm
Health Science, room 103
\$49 (plus \$20 material fee, payable to Instructor).

Instructor: Nikolas Xiros B.A. & M.S., educates students in face reading, numerology, and palmistry. Charitable foundations such as American Cancer Society, Cystic Fibrosis Foundation, and YMCA of Long Beach, have benefitted from Niko's 18 years of expertise.

RESCORE YOUR CREDIT AND ERASE STUDENT DEBT



The burden of excessive student debt and poor credit can definitely hinder you from obtaining things you want – a house, car, etc. There is a legal way in which to resolve both of these issues independently.

This workshop will help you:

- resolve student debt,
- settle outstanding loans,
- erase negative entries, and
- stop collection calls INSTANTLY!

Do not be dismayed by your current situation, there is hope and solutions available.

Wed, 2/5 6:00pm-9:30pm
Health Science, room 103
\$59 (plus \$30 material fee, payable to instructor).

Instructor: Gene Konstant has taught consumer credit programs at Southern California Colleges since 1983. He has helped hundreds of people erase students debt, stop the collection calls, obtain better credit, erase negative entries and lift their credit scores



OVERCOME YOUR FEAR OF PUBLIC SPEAKING

Is your public speaking anxiety limiting your business, school or personal goals? Join Performance Psychologist Dr. Nick Lazaris as you learn the essential skills necessary for controlling the terrifying physical and emotional feelings of anxiety and panic.

Discover key techniques to reduce speech anxiety and gain confidence. You can turn your fear of public speaking into energized performances every time.

Mon, 4/20 7:00pm-9:00pm
Social Science, room 138
\$39 (plus \$30 material fee, payable to Instructor).

Instructor: Dr. Nick Lazaris is a Clinical Psychologist & Professor at California Southern University with over 35 years' experience helping his clients achieve their absolute personal best in life, business and relationships.



HOW TO CREATE YOUR WEBSITE FOR FREE IN ONE HOUR



In today's technology driven world, people start by looking for anything and everything on the web.

Having your own web site that you can create, change, and control by yourself, gives you the ability to tell people about yourself, your product or your business.

You'll learn how to:

- get your domain name,
- choose a web host and sign up for an account,
- design your web pages, collect credit card information, and
- be listed with major search engines..

Learn to setup your own web site for FREE complete with photos, text, graphics, PayPal, YouTube video links, a shopping cart, search engine linking and the ability to customize it any way you want.

This class is for beginner and laypersons.

Wed, 2/12 6:30pm-9:30pm
Fine Arts, room 149
\$39 (plus a 30 material fee, payable in cash to the instructor for book "Fishin' With A Net"™).

Instructor: Mike Rounds of Rounds, Miller and Associates, is a speaker, trainer and author with more than 200 published works. He owns a micro-publishing company and is the creator of the "...for the Chueless®" series.

ENRICHMENT & INTERESTS

SOMETHING FOR EVERYONE



ESTATE PLANNING FOR EVERYONE

Did you know that your 'Estate' consists of everything of value—cash, clothes, cars, real estate, investment and retirement accounts, pensions, etc. that you've accumulated throughout your lifetime?

Join us for this informative, interactive class to learn how to preserve and manage your assets while you still can, and then transfer it to your loved ones after you pass away.

We will discuss how to properly receive an inheritance as well as how to give one, strategies to avoid expensive delays and legal challenges and intelligent distribution of assets, charitable giving. Wills, trusts, asset protection, probate and family businesses will also be discussed.

Sat, 2/22 **9:30am-12:00pm**
Health Science, room 104
\$39 single or \$45 per couple
(plus \$5 material fee, payable to Instructor).

Instructor: *Jalon O'Connell is a Registered Representative, General Securities Principal and licensed Insurance Agent with National Securities. For over 12 years she has taught and lectured at numerous colleges and organizations.*

TRAFFIC SCHOOL

DO NOT LET A TICKET RUIN YOUR DRIVING RECORD!

Our eight hour traffic school class is taught in English. You must arrive on time, doors lock at 8am. You must bring your driver license, citation and a pen to class.

Upon completion of the course, your information and proof of attendance will be entered into the CA DMV website; for your records, you will receive a completion receipt to keep. If you received your ticket in another state other than California, you must contact the out-of-state court before registering to see if they will accept a completion receipt from California.

SELECT ONE DATE:
1/25, 2/22, 3/28, or 4/25 **8:00am-4:00pm**
Community Education, room 1
\$35 pre-registration, \$40 same day registration

Instructor: *Officer Richard Jensen has been a member of the Whittier Police Dept. for 24 years. He was awarded the 2018 "Case of the Year" award from the Orange County Traffic Investigators Association.*

HOW TO SELL ON **eBay**

Everyone has lots of stuff in closets, drawers, and garages. Some are even paying for storage areas to hold onto this stuff. Why not make some money and clear out your stuff at the same time? This class will show you how to sell on eBay.

Lessons include: opening a seller account, the anatomy of the listing, write descriptions to get into your buyers view, research tools for competitive pricing, best practices to keep your seller rating high, use of seller tools, complete transactions, best shipping practices to save you and your customer time and money, PayPal account set up, use and recordkeeping.

Sat, 3/7 **10:00am-2:30pm**
Health Science, room 103
\$69 (plus \$25 material fee, payable to instructor).

Instructor: *Frances Greenspan uses her corporate skills as an ISO Consultant to approach selling items on eBay from an organized business standpoint.*

INTRO TO IMPROV

Improv - the act of collaboratively creating stories on the spot - is an excellent way for those interested in acting in theater, film and TV OR to become comfortable in new situations that call for you to be "ON"! No matter your experience or goals, this is a great place to start.

You will learn the fundamentals of improvisation (long-form) with a focus on scenework and exercises that help you understand storytelling. This class will help you develop your skills of improv and spark your creativity, and is a fun way to meet and collaborate with new people. The last class will end with a performance open to the public.

6-Wed, 4/8-5/13 **7:00pm-9:00pm**
Community Education, room 5
\$89

Instructor: *Forrest Hartl studied theatre at UC Berkeley and USC. He teaches at Cerritos College as well as several colleges across Southern California.*



ENRICHMENT & INTERESTS

SOMETHING FOR EVERYONE

CREATE BALLOON DÉCOR & MORE!

Have you ever been to an event with beautiful balloon decor, (e.g. Birthday Party, Retirements, Baby Showers, Holiday Events, etc.) and wanted to learn how it was done? In this class you will learn how to create stunning centerpieces, eye-catching columns and learn the secrets of Organic balloon designs. If you would like to start a small business, balloon design is a perfect way to make extra money. This course will offer hands-on instruction and formulas to start a small balloon business. Bring your creativity and a pair of scissors.

2-Sat, 1/11 & 1/25 10:00am-1:00pm

Community Education, room 5

\$55 (plus a \$15 material fee, payable to instructor).

Instructor: *Yvette Mack Yvette, CBA (Certified Balloon Artist), has been providing balloon Decor for over 20 Years. She specializes in Classic Balloon Decor and Organic balloon designs.*

SUCCULENTS FOR SPECIAL OCCASIONS

CREATE YOUR OWN GARDEN GLORY

Succulents are the perfect gift for special occasions, like Valentine's Day, Easter, Mother's Day, and Graduation! Come learn all you need to create your own unique succulent arrangement perfect for any occasion!

The class will cover topics including how to plant and care for your succulents, propagation (growth from leaves), and how to work with cuttings. Each participant will leave with their own potted succulent arrangement to nurture and love or give as a gift!

Sat, 2/1 10:00am-12:00pm

Community Education, room 5

\$25 (plus a \$20 material fee, payable to instructor).

Instructor: *Rachel Samarin fell in love with succulents three years ago and hasn't looked back since! A few plants on her windowsill turned into a thriving garden. The instructor is excited to share her knowledge, design skills and passion for succulents.*



BAKE SHOP BASICS – COOKIE DECORATING

Learn to create Beautiful Bake Shop Cookies with step by step instruction and creative techniques. You will learn how to tint icing, fill a decorating bag, and how to pipe a variety of decorations, including the popular rosette.

Students will take home 6 decorated cookies.

Wed, 1/15

6:00pm-8:00pm

Community Education, room 7

\$29 (plus \$15 material fee payable in cash only to instructor).

Instructor: *Laykn Wynn*

BAKE SHOP BASICS – CAKE DECORATING

Learn to create Beautiful Bake Shop Cakes with step by step instruction and creative techniques. You will learn how to level your cake, how to change icing consistency, how to hold a decorating bag, and so much more.

Students will leave with a complete decorated cake you can share with family and friends!

Wed, 1/29

6:00pm-8:00pm

Community Education, room 7

\$29 (plus \$15 material fee payable in cash only to instructor).

Instructor: *Laykn Wynn*

BAKE SHOP BASICS – VALENTINE CUPCAKES

Learn to create Beautiful Bake Shop Cupcakes with step by step instruction and creative techniques. You will learn how to decorate beautiful and romantic Valentine themed cupcakes.

Students will take home 6 decorated cupcakes.

Wed, 2/5

6:00pm-8:00pm

Community Education, room 7

\$29 (plus \$15 material fee payable in cash only to instructor).

Instructor: *Lakyn Wynn, who has taught baking and the arts for more than a decade, is an award winning cake decorating teacher. Her philosophy is to keep homemade and handmade alive.*

BAKE SHOP SERIES DISCOUNT:

Sign up for all three classes at the same time and save 10%

CHILD / TEEN CLASSES

COMPUTERS



TECHKIDZ WORKSHOP



GRADES 5-8

Experience a combination of Video Game Design, Coding Wizards, and Minecraft classes, all in one beginning combo class! Students will learn how to design and modify their own exciting arcade-style video games. They will also create their own animations, programs and games with MIT's Scratch. Lastly, students will learn Minecraft building techniques, details of command blocks, and how to change the look of the game, while playing Minecraft in a fun, safe, and supervised environment! Come join the fun!

3-Sat, 3/28-4/11

10:00am-12:00am

Skills Lab, room 110

\$79

"My teacher was so inspirational and organized. I want to take this class again!" – Gabriel

Instructor: *Parker Anderson* has been in business over 30 years and provides an extensive selection of tech, STEM and STEAM classes.

COLLEGE PREP

SAT PREPARATION

GRADES 9-12

Our in-depth course is designed to better prepare you to take the new SAT or PSAT exam. Covered in this 18-hour class are general test taking techniques and the verbal and math strategies needed to help improve your scores for the newly revised SAT & PSAT exam.

Students will take a sample SAT math exam and be given helpful approaches to the various kinds of math problems found on the new exam. Students will then take a sample SAT verbal exam, be given test strategies to improve scores, be given step-by-step procedures for solving the new story problems, learn the importance of a good vocabulary in scoring well on the exam, discover shortcuts to vocabulary improvement and learn techniques for improving reading speed and comprehension.

3-Sat, 2/22, 2/29 & 3/7

9:30am-4:30pm

Automotive Technology, room 55

\$129 (plus \$12 material fee, payable to teacher).

3-Sat, 4/11, 4/18 & 4/25

9:30am-4:30pm

Health Sciece, room 104

\$129 (plus \$12 material fee, payable to teacher).



Instructors: *Joseph Benoun M.A.* is currently teaching in the Santa Anna Unified School District, he has been an educator for over 27 years and had the highest CAHSEE passing rate for four straight years. *Bryant Begany* has taught elementary and junior high school for over 12 years, & has taught SAT prep for the past decade at Cerritos College.

CHILD / TEEN CLASSES

ATHLETICS & MOVEMENT



TOOTSIE ROLLERS

AGES 18 MONTHS - 3 YEARS;
PARENT PARTICIPATION REQUIRED

Let's MOVE! This class is jam-packed with music, movement and Tumble-N-Fun! Together, we'll tumble-roll-balance-bounce-sing-hop-jump and enjoy safe, creative fun + music! Your toddler will learn to express themselves through creative play to gain balance, coordination and social interaction. Join us and be a "Tumble-N-Kid!"

5-Sat, 1/11-2/8 11:20am-12:05am

OR

5-Sat, 2/22-3/21 11:20am-12:05am

OR

5-Sat, 4/4-5/9 (no class 4/11) 11:20am-12:05am

Community Education, room 4

\$55 (plus \$1 material fee, payable to Teacher).

TUMBLE STARS

AGES 3 TO 5 YEARS;
SOME PARENT PARTICIPATION MAY BE REQUIRED

Girls and boys are introduced to gymnastics in a safe, fun, age-appropriate atmosphere. Tumbling skills, "Position of the Day," rolls, balance beam, beginning cartwheels and more! Gymnastic skills are a great foundation for all sports! Lively music, props and creative play help students develop body control, flexibility, strength, coordination and balance. Class encourages confidence and fitness while teaching valuable skills to take them to the next level! Progressive skill level instruction helps "Tumble Stars" happily zoom to confidence, pride and success – high 5's for everyone!

5-Sat, 1/11-2/8 10:30am-11:15am

OR

5-Sat, 2/22-3/21 10:30am-11:15am

OR

5-Sat, 4/4-5/9 (no class 4/11) 10:30am-11:15am

Community Education, room 4

\$55 (plus \$1 material fee, payable to Teacher).

JAMMIN' GYMNASTS

AGES 6-10; NO PARENT PARTICIPATION

Girls and boys safely learn age-appropriate gymnastic skills including floor-tumbling, cartwheels, bridge/backbends, rolls, handstands, balance beam, trampoline and more. Beginners welcome! Gymnasts experience the benefits of healthy exercise, strength, coordination, agility, and balance while building self-confidence - valuable skills for all sports! Music and obstacle courses make learning FUN while progressive skill instruction enhances individual accomplishment, creating confidence and success.

5-Sat, 1/11-2/8 12:15am-1:15am

OR

5-Sat, 2/22-3/21 12:15am-1:15am

OR

5-Sat, 4/4-5/9 (no class 4/11) 12:15am-1:15am

Community Education, room 4

\$55 (plus \$1 material fee, payable to Teacher).

Instructor: *Tumble-N-Kids, Inc.* is a Recreational Gymnastics Program. The classes emphasize teaching students gymnastic skills in a safe, positive and non-competitive atmosphere - plus a big dose of Music-N-Fun! *Tumble-N-Kids, Inc. objective is to nurture and promote pride, confidence and self-esteem in every student!

ICE SKATING

AGES 3-5, 6-12, OR 13 TO ADULT

Learn to ice skate with us at East West Ice Palace this fall. Our skating school offers classes for all age groups from toddlers to adults. Come alone or sign up the whole family and have fun together! You will begin with the fundamentals and progress to more advanced skills.



Bonus: Free rental skates and free open skate for practice from 2-5pm on Wednesdays before your class!

5-Wed, 2/19-3/18 5:40pm-6:10pm

OR

5-Wed, 4/1-5/6 5:40pm-6:10pm

(no class 4/15)

East West Ice Palace

\$59 (includes skate rental & open skate time).

Instructors: *East/West Ice Palace Teachers*

CHILD / TEEN CLASSES

MUSIC



COMMUNITY ORCHESTRA

AGES 12 TO ADULT

This is an orchestra consisting of string, wind and percussion players. Emphasis is on playing the finest traditional and contemporary orchestral literature available, individual musicianship and fine ensemble playing. Two to three concerts will be scheduled.

Prerequisite: Students must have prior musical experience. Call Mr. David Betancourt at 562-860-2451, ext. 2631 prior to registering.

16-Mon, 1/13-5/22
(no class on 1/20, 2/17 & 3/16)
Burnight Center, room 53
\$125

6:00pm-9:50pm

Instructor: *Alan Hallback* has been teaching instrumental music to elementary-high school students for the past 35 years. He has also taught Concert Band, Applied Brass, and Community Orchestra as an adjunct faculty member at Cerritos College since 2003.

COMMUNITY BAND

AGES 12 TO ADULT

This is a concert band consisting of wind and percussion players. Emphasis is on playing the finest traditional and contemporary band literature available, individual musicianship and fine ensemble playing. Two to three concerts will be scheduled.

Prerequisite: Students must have prior musical experience. Call Mr. David Betancourt at 562-860-2451, ext. 2631 prior to registering.

18-Tues, 1/14-5/19
(no class on 3/16)
Burnight Center, room 53
\$125

7:00pm-10:50pm

Instructor: *Dr. David Bettencourt* holds a music education degree from USC. He has been Director of Bands & Orchestra at Cerritos College since 1998 and is the conductor for the Concert Band, Jazz Ensemble, Pep Band, Pop/Rock Ensemble and facilitates the Cerritos College Drumline.

GUITAR: INTRODUCTION

AGES 14 TO ADULT

Learn to play guitar in a friendly and supportive environment. You'll learn to play chords, single note melodies and strum styles. No musical experience required.

You must bring your own acoustic guitar.

6-Sat, 1/4-2/8
Burnight Center, room 68
\$69 (plus \$15 material fee, payable to Teacher for book).

9:00am-10:00am

Instructor: *Katarina Giesler*

GUITAR: INTERMEDIATE

AGES 14 TO ADULT

Students will continue learning acoustic guitar basics with emphasis on learning more chords, strum styles and single note melodies.

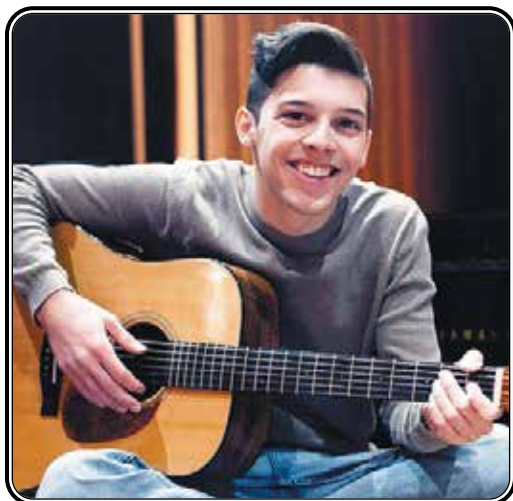
You must bring your own acoustic guitar.

Prerequisite: Students must first take Intro Guitar class or have experience playing.

6-Sat, 2/22-3/28
Burnight Center, room 68
\$69 (plus \$15 material fee, payable to Teacher for book).

9:00am-10:00am

Instructor: *Katarina Giesler* holds a single subject credential in music. She has directed musical ensembles, such as band, orchestra, choir and musicals. She also teaches small group lessons.



CHILD / TEEN CLASSES

MUSIC



PIANO: INTRODUCTION

GRADES 1-8

This class is for students with no piano/music experience. Lessons include activities related to reading notes, rhythm and music symbols. Listening skills and keyboard activities will be included.

6-Sat, 1/4-2/8 10:05am-11:05am
Burnight Center, room 68
\$69 (plus \$10 material fee, payable to Teacher).

6-Sat, 2/22-3/28 10:05am-11:05am
Burnight Center, room 68
\$69 (plus \$10 material fee, payable to Teacher).

PIANO: BEGINNING

GRADES 1-8

Sequel to Piano Introduction. Upon entering this class, students should be able to count quarter, half and whole notes. Students should be able to name the white notes on the keyboard and read notes on the staff in Middle C position.

6-Sat, 1/4-2/8 11:10am-12:10pm
Burnight Center, room 68
\$69 (plus \$10 material fee, payable to Teacher).

6-Sat, 2/22-3/28 11:10am-12:10pm
Burnight Center, room 68
\$69 (plus \$10 material fee, payable to Teacher).

PIANO: INTERMEDIATE

GRADES 1-8

Sequel to Beginning Piano. Upon entering this class, students should be able to read all notes on the lines and spaces of the grand staff and be able to identify intervals (leaps in the music) up to a 5th.

6-Sat, 1/4-2/8 12:15pm-1:15pm
Burnight Center, room 68
\$69 (plus \$10 material fee, payable to Teacher).

6-Sat, 2/22-3/28 12:15pm-1:15pm
Burnight Center, room 68
\$69 (plus \$10 material fee, payable to Teacher).



"Mrs. Giesler is very energetic and fun. She made learning to play and reading music a great experience." – Jennifer

Instructor: Katarina Giesler holds a single subject credential in music. She has directed musical ensembles, such as band, orchestra, choir and musicals. She also teaches small group lessons.

CAMPUS MAP & PARKING INFORMATION

A PARKING PERMIT IS REQUIRED & ENFORCED 24 HOURS A DAY, YEAR-ROUND



Daily permits are \$2, sold at the automated machines in parking lots on campus (marked on the map above as **PM**). You can also purchase a semester pass for \$40 through campus police, good from January through May.

With a parking pass you are able to park in the white student stalls only – no parking allowed in yellow staff stalls.

Students with a disability “DP” plate/placard can park in any handicapped, student or staff stall, but are still required to purchase and display a parking permit.

REGISTRATION INFO

TRANSFERS & CANCELLATION POLICIES

Once you are registered in a class(es), you will receive an emailed receipt along with an email confirmation. The confirmation contains all the class information you need to know about your class(es).

TRANSFERS

To transfer registration to another class, your request must be received three or more business days before the first class meeting of the original class. There is a \$10 transfer fee for all transfers completed. We cannot complete any transfer once a class has begun.

CANCELLATIONS

Any class that does not meet minimum enrollment may be cancelled. If Community Education cancels a class, you will be notified by email and phone prior to when the class was to begin. If our department has to cancel a class, a full refund will be issued to you.

If you want to cancel a class(es), you need to notify us about the cancellation three (3) or more business days prior to the start of the original class. There is a \$10 cancellation fee for all cancellations completed. If you notify us after a class has begun, no cancellation can be given. *Note: Motorcyclist courses have a different refund/transfer policy (see p. 21), as does the Intensive English Program. (Listed on website in class details).*

If you are given a refund, registration fees paid by credit card will be returned to that card within 72 hours or less. Payments made by cash or check will be refunded by check from the District within 2-4 weeks and will be mailed directly to you.

STUDENT CONDUCT AND DISCIPLINARY PROCEDURES

Students enrolling in any Cerritos College, Community Education course assume an obligation to abide by all District regulations and are subject to disciplinary actions if they fail to adhere to these regulations. The Office of Judicial Affairs is responsible for the student conduct and disciplinary procedures of the college. (The code of conduct, discipline & grievance procedures can be found at <http://www.cerritos.edu/activities/office-of-student-conduct-and-grievances/default.htm>).

STUDENTS WITH DISABILITIES

Reasonable accommodations for students with a disability are available upon request. Requests must be made a minimum of 10 business days in advance of the class start date. Contact the Community Education office to begin the process of consideration of your accommodation request.

CERRITOS COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

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Trustee Area 6

How To REGISTER

FIVE WAYS TO REGISTER... ***IT'S EASY AND IT'S FAST!***



ONLINE

CerritosCommunityEd.com

- If you are a new student, click on “sign in” and create a new profile. If you are a returning student, simply login using your login & password.
 - Select classes you want to register for by putting them in your “cart”.
 - Check-out and pay for your classes, using a VISA, Mastercard or Amex.
 - You will get an email confirmation of your payment and class registration.
-



PHONE

562-467-5050 (press #1)

- A registrar will help you over the phone to register for the class(es) you want.
 - You will pay over the phone with VISA, Mastercard or Amex
 - You will get an email confirmation of your payment and class registration.
-



WALK-IN

Office Hours:

Mon-Thur 8:00am – 6:15pm

Friday 8:00am – 5:00pm

Saturday 7:45am – 1:00pm

The office will be closed: Dec 24th-Jan 1st, Feb 14th, Feb 17th & Mar 20th

- A registrar can help you in person to register for the class(es) you choose.
 - You can pay in person with Visa, Mastercard, Amex, check or cash.
 - We will print your receipt and class confirmation; you will also receive an email confirmation of your payment and class registration.
-



SCAN/EMAIL

CommunityEd@Cerritos.edu

- Complete the registration form (on p. 39), including credit card info for payment.
 - Scan form and email to CommunityEd@Cerritos.edu.
 - Once we receive and input the registration, you will get an email confirmation of your payment and class registration.
-



FAX

562-467-5013

- Fax in your completed registration form (on p. 39), including your credit card number on the form.
 - Once we receive and input the registration, you will get an email confirmation of your payment and class registration.
-



MAIL

Cerritos College Community Education **11110 Alondra Blvd., Norwalk, CA 90650**

- Complete the registration form (on p. 39), and include your payment (check or credit card).
 - Once we receive and input the registration, you will get an email confirmation of your payment and class registration.
 - If you would like a hardcopy of your class registration confirmation, you must include a self-addressed, stamped envelope.
-

REGISTRATION FORM

**Online:**

CerritosCommunityEd.com

**Phone:**

562-467-5050

**Scan/Email:**

CommunityEd@Cerritos.edu

**Mail or In-person:**Cerritos College / Community Education
11110 Alondra Blvd. Norwalk, CA 90650**TO BE COMPLETED BY ADULT STUDENT OR PARENT OF YOUTH STUDENT**Adult Name (required): _____
First Middle Last

Address (required): _____

City (required): _____ Zip (required): _____

Primary Phone (required): _____ Secondary Phone: _____

Email (required): _____ Date of Birth (required): _____

*Note: This is where we will send your receipt, registration confirmation and log-in information.***COMPLETE IF YOUTH STUDENT (AGES 1-17). (If adult student, skip section)**Youth Name (required): _____
First Middle Last

Date of Birth (required): _____ Grade Level (required): _____

Emergency Contact (required): _____ Phone (required): _____
First Last**CLASS(ES) REGISTERING FOR & PAYMENT INFORMATION**

Class Title	Class Date(s)	Class Fee(s)
Total Registration Amount:		\$

Payment Type:☐ Credit Card - Visa / MC / AMEX: _____
(circle type) (credit card number) (expiration date)☐ Card Billing Address (if different): _____
*Note: The billing address of the credit/debit card will be verified to match the address your credit or debit provider has on file.*Cash Amount: _____ Check Amount: _____
(check number)**READ • SIGN • DATE**

We reserve the right to substitute presenters and/or change class locations as needed. Any class that does not meet minimum enrollment may be cancelled.

TRANSFER / REFUND POLICY: You may obtain a transfer or refund if you contact us within three (3) or more business days notice prior to the start date of the class (\$10 fee per class applies for all transfers/refunds). Once a class has begun, no refunds or transfers are given. No refunds are given due to enrollment into a class that is the wrong age or grade level, or for not receiving your email confirmation. Motorcycle training courses have separate transfer/refund policies – please check the Community Education printed schedule or our website for the complete refund policy.

CONSENT: I understand that Cerritos College Community Education does not provide any type of academic credit for its classes. I agree to release Cerritos College Community Education, any instructors and/or assistants from any liability arising from participation in classes. I understand that Cerritos College Community Education does not provide health or medical insurance for students. Consent is hereby given to the Cerritos College Community Education instructors or supervisors to give or seek any medical aid in case of emergency. We reserve the right to use first name, images (photo, video) and/or statements taken (such as an interview, survey, etc.) of students who participate in any class or program offered at Cerritos College. Written notification must be given if a student's photos, videos or written statements can not be used.

Signature (required): _____ Date (required): _____

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READY TO WORK IN THE ENTERTAINMENT INDUSTRY??

Learn How To Break Into The Business!



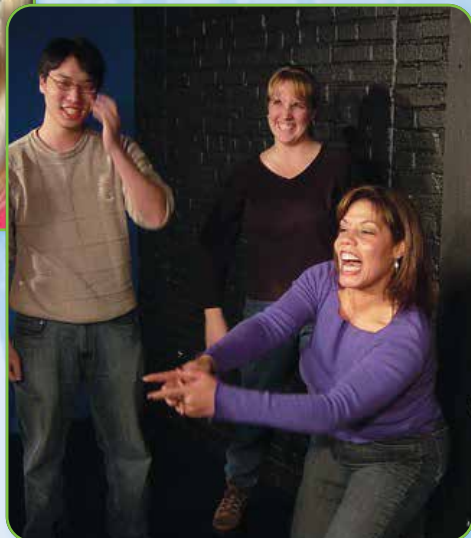
**Introduction To
Screenwriting
For Television
& Movies**

**Hollywood
Two-Day
Film School**



Voiceovers

**Meet The
Agent / Publisher**



**Intro To
Improv**

see pages 10-11 for all class details

**Cerritos College District
Community Education**
11110 Alondra Blvd.
Norwalk, CA 90650

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Cerritos College

DATED MATERIAL

PLAY POKER LIKE THE PROS!

Texas Hold'em for Beginners

**2 Saturdays, January 18th & 25th
8:30am-12:30pm**



see
page 28

CerritosCommunityEd.com